



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		ARTS COLLEGE, BULDANA
Name of the head of the Institution		Suresh Rambhau Bathe
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		07262-287201
Mobile no.		7588803406
Registered Email		artscollegebuldana@gmail.com
Alternate Email		arulkarnandkishor@gmail.com
Address		Behind Haji Malang, Chikhli Road, Yelgaon Grampanchyat
City/Town		Buldana
State/UT		Maharashtra
Pincode		443001

<b>2. Institutional Status</b>					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Prof. Dr. N. L. Arulkar			
Phone no/Alternate Phone no.		07262246900			
Mobile no.		7588803406			
Registered Email		arulkarnandkishor@gmail.com			
Alternate Email		artscollegebuldana@gmail.com			
<b>3. Website Address</b>					
Web-link of the AQAR: (Previous Academic Year)		<a href="http://artscollegebuldana.org/wp-content/uploads/2020/12/IQAC-Report-2018-19.pdf">http://artscollegebuldana.org/wp-content/uploads/2020/12/IQAC-Report-2018-19.pdf</a>			
<b>4. Whether Academic Calendar prepared during the year</b>		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		<a href="http://artscollegebuldana.org/wp-content/uploads/2020/12/Academic-Calendar-19-20.pdf">http://artscollegebuldana.org/wp-content/uploads/2020/12/Academic-Calendar-19-20.pdf</a>			
<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	70.10	2004	03-May-2004	02-May-2009
2	B	2.13	2013	05-Jan-2013	04-Jan-2018
<b>6. Date of Establishment of IQAC</b>			01-Aug-2003		
<b>7. Internal Quality Assurance System</b>					
Quality initiatives by IQAC during the year for promoting quality culture					

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
<b>No Data Entered/Not Applicable!!!</b>		
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>No Data Entered/Not Applicable!!!</b>				
<a href="#">View File</a>				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

4

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

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

1) Tree Plantation. 2) Research papers published in national and international UGC refereed journals. 3) Use of ICT in teaching learning process. 4) Purchased new books as per students need. 5) Guidance for competitive examination.

[View File](#)

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
Purchasing of sports materials.	As per requirement of sports department Material is purchased.
Pursue the tree plantation programme.	College implemented tree plantation programme, those plants are not leaving

	properly replaced this plants.
Use of ICT in class room Teaching.	All most faculty members use ICT while class room teaching two days in a week
To organize seminar, Workshop and conferences, of various subjects of National & International level.	This year College could not organized One day Workshop for teachers and non teaching staff members..
To promote the faculty members for publication of research papers in National, International journal and ejournals.	This year faculty members presented research paper in National, International journal as well as Seminar Conferences.
<a href="#">View File</a>	

<b>14. Whether AQAR was placed before statutory body ?</b>	Yes
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Name of Statutory Body	Meeting Date
Governing Body	27-Jun-2020

<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
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<b>16. Whether institutional data submitted to AISHE:</b>	Yes
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Year of Submission	2020
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Date of Submission	23-Jan-2020
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<b>17. Does the Institution have Management Information System ?</b>	Yes
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If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	Administrator engage in a common set of functions to meet the organization goals. Management Information System functions include making policies, decision and its proper implementation. It involves finalization targets and achieving goal by maintaining the organizational set up and rules and regulations. Policies include both short term and long term target planning and decision involve identifying responsibilities to be perform and accordingly work is allotted to staff.
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**Part B**

**CRITERION I – CURRICULAR ASPECTS**

## 1.1 – Curriculum Planning and Implementation

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

In the beginning of the academic year the syllabi of each subject is verified from the affiliated University. IQAC conducted a meeting along with the Principal and the faculty members to prepare teaching plan, academic calendar and evaluation calendar as well as time table for the academic year. The course offered by the institution has semester exam system. If there are any changes in the syllabi made by the University the institute procures required number of books in the library. The academic calendar specifies the workload distribution of the Head of Department and teacher subject wise of the term. The teachers prepare their unit wise teaching plan by referring to the academic calendar.

The departmental meetings are conducted in every month for planning and implementation. Principal takes review of teaching learning process from time to time. Syllabus completion, periodic report is taken by Principal in every semester; feedback on syllabus is taken by each department. By doing analysis of it improving majors are taken accordingly as per the strength of the student's academic, IT support facilities are made available to the students.

Academic procedure is communicated to the students in the beginning of the year. Slow and Advance learners are identified and guidance is given to them. All teachers maintain separate diary for the teaching plan. The categorization of the prescribed topics is also made under the terms - 'Easy to learn' and 'New to learn'. If the syllabus is lagging as planned in the Teaching Plan, the principal instructs the teacher to conduct extra lectures and asks to prepare time table of the same. The implementation of the extra lectures is observed by the principal. Thus the prescribed syllabus is completed well within time. Visits, use of internet and recent reviews are also used in teaching-learning process for learning the subject. Besides, PowerPoint presentations are also used to teach the subject. Thus, Information and communications technology is implemented while teaching the subject. Academic analysis conducted for students to enrich the syllabus. Performance appraisal of faculties is done depending upon the performance of the students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Tourism	Nil	01/10/2019	15	Focus on Employ ability	Self Employ ability Tourist Guide, etc.
Interior Decoration	Nil	01/11/2019	15	Focus on Employability Entrepreneurship	Interior Decoration, Flower Decoration etc.
Leadership Development in Politics	Nil	15/01/2020	15	Focus on Entrepreneurship	Leadership Development, Student Leadership Development etc.
Development	Nil	03/02/2020	15	Focus on Employability	Self Employability on

of Small Skill Industries on Agricultural Products				Entrepreneurship	Agricultural Products with Entrepreneur, etc.
Upyogit Marathi Abhyaskram	Nil	16/12/2019	15	Focus on Employability Entrepreneurship	Development of Vocabulary, Reading and Writing Skill,

## 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	0	Nil
<a href="#">View File</a>		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Elective subject System	Nil

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

	Certificate	Diploma Course
Number of Students	85	Nil

## 1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Personality Development (Soft Skill)	28/11/2019	30
<a href="#">View File</a>		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	Nil	Nil
<a href="#">View File</a>		

## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

**Feedback Obtained**

Analysis of the feedback Secretary of the institution and Principal, personally visit classes and laboratories regularly. They meet students and discuss different issues for the betterment of system. Besides this, feedback is taken from students on syllabus, teachers performance and the College functioning. Similarly feedback from alumni, parents, employers and other stake holders help in the growth and development of the College. Analysis of feedback taken is done and accordingly action is taken. The College management holds meetings with staff regarding the performance of students in the semester exams. And accordingly action is taken. Feedback of the Teachers They are strongly agreed with the curriculum of the content. Most of the teachers are agree well defined outcomes of the syllabus. Most of the teachers are neutral on review and employability of the curriculum. Feedback of the Students Most of the students are agree on the enough updated curriculum. Their feedback is neutral on curriculum content mattering. Most of the students agree that the curriculum has content to help them for their employability. Number of student find natural relevance for the solution of local problem in the changed curriculum. Feedback of the Employee The new changed syllabus has relevant for employability as the employers. Number of employees fined effective human recourses development skill in the changed curriculum. They are also strongly agree with the effectiveness of curriculum for development of entrepreneurship and its need. Feedback of the Parents They are strongly agreed with the content of the curriculum it helps their ward to enhance intellectual aptitude. Parents find the development of personality their ward. New curriculum has employability and also applicable to the solution for the local problem. Feedback of the Alumni Most of the alumni students agree of curriculum up-dating. Contents of curriculum is interesting, intellectual, stimulate. Average of alumni strongly agree are neutral of curriculum.

**CRITERION II – TEACHING- LEARNING AND EVALUATION**

**2.1 – Student Enrolment and Profile**

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	UG	320	103	102
<a href="#">View File</a>				

**2.2 – Catering to Student Diversity**

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	171	Nil	8	Nil	Nil

**2.3 – Teaching - Learning Process**

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of	Number of	ICT Tools and	Number of ICT	Numberof smart	E-resources and

Teachers on Roll	teachers using ICT (LMS, e-Resources)	resources available	enabled Classrooms	classrooms	techniques used
8	6	3	3	Nil	5

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

The college has always been using student-centric methods in order to introduce and enhance the basic skill in admission process. The faculty members guided them for optional subjects. The faculty members encourage and guidance the students for fill-up scholarship form. The faculties offer one to one counseling which leads to create study groups according to learner's interests and make them to share their knowledge of the topic with each others. By adopting such kind of innovative and creative teaching learning process develops own thinking process among students and faculties also. Daily work done is recorded and necessary training program on syllabus, social and academic events are organized. In teaching learning process faculties and students ask to prepare power point presentation to share their knowledge and difficulties for doing the task. By applying different methods in teaching learning process the faculties generate curiosity among the students and help them to understand the subject respectively. As per the requirement of the curriculum the faculties apply modern aids of teaching. Subsequently the aim of providing education to the students coming from semi urban, rural and poor families is not only to help the student to get degree and proper employment but also to shape their overall personality and make them an ideal and responsible citizens of India. Efforts are taken to inculcate essential and desirable values corresponding to economic and social issues. The students are prepared for their future by conducting mock interviews and by showing job related paper cutting in the news papers. Such innovative and creative atmosphere helps the students to develop or upgrade his/her knowledge to compete in this competitive world.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
171	8	1:21

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
11	10	1	Nil	Nil

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Nil	Assistant Professor	Nil
2020	Nil	Assistant Professor	Nil

[View File](#)

## 2.5 – Evaluation Process and Reforms

### 2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end
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				examination
BA	ACB 6	Symester	03/03/2020	20/10/2020
BA	ACB 5	Symester	02/10/2019	20/01/2020
BA	ACB 4	Symester	30/04/2020	31/08/2020
BA	ACB 3	Symester	02/10/2019	20/02/2020
BA	ACB 2	Symester	30/04/2020	29/08/2020
BA	ACB 1	Symester	02/10/2019	05/02/2020
<a href="#">View File</a>				

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

Internal evaluation is the important tool to check the overall development of the students. Throughout the nation UGC initiated several policies regarding quality excellence in higher education system to enhance academic standards and equality in higher education. The Sant Gadge Baba Amravati University had taken several initiatives to upgrade and enhance examination system. The university introduces semester system for bachelor of arts ( F.Y.) with CGPA pattern has been adopted from the academic year 2017-2018. The assessment is done at the end of the semester by the institution as per the guideline of university. The process of continuous internal evaluation (CIE) at the institutional level is done by adopting various evaluation methods such as question paper, conducting unit test, open book test, viva voice assignments, projects, quiz competition, question answer session and multiple choice questions, pre annual exam, assignment and Google classroom, solution of previous university question papers, methods of interview skills, aptitude test etc. The guidelines for minimum requirement of passing in aforementioned methods are given by the university.

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

The academic calendar is prepared by SGBAU, Amravati University before the commencement of academic year. It specifies the dates of significant activities to ensure proper teaching-learning process, continuous evaluation and the completion of the syllabus. On the basis of academic calendar the various activities and schedule of examination is executed by the institution. It provides concrete guidelines for execution of continuous internal evaluation, the completion of syllabi and reflects various students' centric activities, channelizing opportunities to the students for exploring their desire avenues. Following activities are conducted as per academic calendar: (CIE process) ? In the beginning of the academic year, principal addresses the faculty members and interact with them about various activities to be conducted. ? The institute completes admission process right from the month of June to August. ? HOD prepares the departmental timetable in consultation with faculty members and distributes workload before the commencement of the term/semester so that teachers get adequate time to prepare their teaching plans. ? Overall time table is prepared by the committee and displayed on the notice board. ? In the beginning of the academic year, principal addresses the new entrants introducing them various facilities and activities in the college help to build a good rapport students and institution. Principal conducts various committee meetings and inaugurates various associations. ? Follow ups and suggestions about various academic activities are discussed in college development committee (CDC). In the same month, various events under the various associations are organized. ? Organization of inter collegiate tournaments, preparation of proposal for seminars, workshops and conferences are carried out in the month of September. ? The NSS camp is organized in the adopted village.

? A meeting of examination committee is conducted in the first week of October and February. The university examination commences for undergraduate courses whereas seminars, group discussions and university papers of previous examination solved.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://artscollegebuldana.org/wp-content/uploads/2020/02/Course-Outcomes3.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
ACB 6	BA	UG	8	8	100
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

[\\_http://artscollegebuldana.org/feedback/\\_](http://artscollegebuldana.org/feedback/)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	0	0	0
<a href="#">View File</a>				

### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
0	0	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
0	0	0	Nil	0
<a href="#">View File</a>				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Nil
<a href="#">View File</a>					

### 3.3 – Research Publications and Awards

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

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Political Science	4	6.5
International	History	2	6.2
International	Economics	1	7.04
International	Home Economics	1	6.02
International	Marathi	3	6.39
National	History	1	5.45

[View File](#)

## 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Political Science	2
Home Economics	1
History	2
History	1

[View File](#)

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

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

[View File](#)

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	Nil	Nil	Nil	0

[View File](#)

## 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local

Attended/Seminars/Workshops	Nil	5	Nil	Nil
Presented papers	Nil	5	Nil	Nil
Resource persons	Nil	Nil	Nil	Nil
<a href="#">View File</a>				

### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Literacy Program	Adopted Village, Khupgaon	3	100
Swaccha Bharat Abhiyan	Arts College Buldana	10	100
Mahila Mukti Din	Arts College Buldana	10	100
Tree Plantation	Arts College Buldana	10	100
<a href="#">View File</a>			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	0	0	Nil
<a href="#">View File</a>			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swaccha Bharat Abhiyan	Arts College Buldana	Swaccha Bharat Abhiyan	10	100
Literacy Program	Adopted Village Khupgaon	Saksharta Abhiyan	3	100
Mahila Mukti Din	Arts College Buldana	Beti Bachao Beti Padhao Abhiyan	10	100
Tree Plantation	Arts College Buldana	Tree Plantation Program	10	100
<a href="#">View File</a>				

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Faculty Exchange	2	0	1
<a href="#">View File</a>			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
0	0	0	Nil	Nil	0
<a href="#">View File</a>					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
0	Nil	0	Nil
<a href="#">View File</a>			

**CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES**

**4.1 – Physical Facilities**

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
220000	197755

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
<a href="#">View File</a>	

**4.2 – Library as a Learning Resource**

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOL	Partially	2.0	2011

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	4768	684226	101	15701	4869	699927
Reference	819	365895	Nil	Nil	819	365895

Books						
e-Books	Nill	Nill	Nill	Nill	Nill	Nill
Journals	30	59640	Nill	Nill	30	59640
e-Journals	Nill	Nill	Nill	Nill	Nill	Nill
Digital Database	Nill	Nill	Nill	Nill	Nill	Nill
CD & Video	45	2035	Nill	Nill	45	2035
Library Automation	1	30000	Nill	Nill	1	30000
Weeding (hard & soft)	Nill	Nill	Nill	Nill	Nill	Nill
Others(s pecify)	4690	973797	Nill	Nill	4690	973797
<a href="#">View File</a>						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
0	0	0	Nill
<a href="#">View File</a>			

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	53	31	1	2	9	2	1	5	8
Added	0	0	0	0	0	0	0	0	0
Total	53	31	1	2	9	2	1	5	8

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

5 MBPS/ GBPS
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4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
0	Nill

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on	Expenditure incurred on	Assigned budget on	Expenditure incurred on

academic facilities	maintenance of academic facilities	physical facilities	maintenance of physical facilities
300000	283589	220000	197755

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

There are established system and procedure for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. The institution has established the maintenance committee to provide infrastructural and fundamental educational facilities at our college level. This committee takes monthly review of infrastructural and fundamental educational facilities to improve essential things. If the committee finds some damages in the facilities, calls the local electrician, computer technician, software technician, sweeper, Xerox technician, and contractors for the maintenance and repairing in college campus as per requirement. Our Institution has two laboratories one for Home Economics and another is Computer lab. These Labs are always maintained by the electrician and computer technician respectively on call. The cleanliness program of our institution should be done by the peons, sweepers as well as contract labors on a specific day. According to the university Act our institution has formed College Development Committee. The CDC looks after the infrastructural and educational facilities. There are two types of facilities required as below 1) Academic Facilities:- The academic support facilities like Library, Computer lab., Office Automation, Internet facilities and various platforms for overall development of the students is not only open for the students but also to all stakeholders. Accession to the library is permitted at the cost of deposits as caution money. Our college library is under the maintenance of the Librarian and the Library Attendant. If there are any problems in the Electronic or Electrical equipments just as Xerox machine, Computers and Printers we call the concerning experts and technicians time to time. The Books, Magazines and the periodicals of our Library keep in maintenance against the fungi by the chemical spraying twice in a year. Library attendant also maintain reading room. The torned and tattered books while handling always bind in the vacations and holidays every year. Before starting of the rainy session the level of play ground in our college campus maintained by spreading red soil. The Director of the physical education arranges various essential play grounds for games and sports just as Kabbadi, Kho-Kho, Volley Ball and Handball etc. Indoor stadium and health center facilities are also provided for college students as well as pupils of the society. The sports department of the college is having history of color coat holders since the beginning. Some credit definitely goes to adequate infrastructure of this department consisting of indoor hall and outdoor play grounds. It shows that the director of physical education is taking a devotional care of the students of our institute. The health centre is maintained with the help of nominal membership fees. Infrastructural Facilities:- The infrastructural facilities like Class Rooms, Computer Lab., Indoor Stadium and Gymnasium are made available for the admitted students in the college. The maintenance of the infrastructural facilities is done against 5 of non salary grant as per the Directives of state Govt. and Joint-Director Amravati region. The classroom boards and furniture facilities are regularly used and utilized by admitted student.

[www.artscollegebuldana.org/](http://www.artscollegebuldana.org/)

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	0	0	0
Financial Support from Other Sources			
a) National	Government of India Scholarships	107	189125
b) International	0	Nil	0
<a href="#">View File</a>			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Mentoring	16/08/2019	150	Arts College, Buldana
Personal Counseling	01/07/2019	80	Arts College, Buldana
Interior Decoration	01/11/2019	20	Department of Home Economics
Leadership Development in Politics	01/01/2020	20	Department of Political Science
Tourism	01/10/2019	15	Department of History
Production of Agricultural Base Small Scale Industries	03/02/2020	15	Department of Economics
<a href="#">View File</a>			

### 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Guidance for Competitive Examinations	27	Nil	Nil	Nil
2019	Career Counselling	Nil	8	Nil	Nil
2020	Guidance for Competitive Examinations	27	Nil	Nil	Nil



2020	Career Counselling	Nil	8	Nil	Nil
<a href="#">View File</a>					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
<a href="#">View File</a>					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	2	B.A.	UG	Jijamata Mahavidyalaya, Buldana	M.A. Economics
2019	Nil	0	0	0	0
<a href="#">View File</a>					

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

Items	Number of students selected/ qualifying
NET	Nil
SET	Nil
SLET	Nil
GATE	Nil
GMAT	Nil
CAT	Nil
GRE	Nil
TOFEL	Nil
Civil Services	Nil
Any Other	Nil
<a href="#">View File</a>	

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

Activity	Level	Number of Participants

No Data Entered/Not Applicable !!!

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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Nil	National	Nil	Nil	Nil	Nil
2019	Nil	International	Nil	Nil	Nil	Nil
2020	Silver	National	1	Nil	1832917	Mrunal D. Sarkate
2020	Bronze	National	1	Nil	1832917	Mrunal D. Sarkate

[View File](#)

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

Student Council:- From the academic session 2014-15 University has stopped the establishment of Student Council in the college. But college has organized different programs with the help of students. Internal Quality Assurance Cell:- From the session 2003-04 institution has formed Internal Quality Assurance Cell as per NAAC guidelines. As per direction of IQAC every year institution has organized eminent person speech and different educational programs. National Service Scheme:- From the establishment of the College, we have got NSS unit from Sant Gadge Baba Amravati University to develop social, cultural and cooperative behavior to the students. For the smooth functioning of NSS there is separate committee. In this Committee two student representatives work. With the help of these student representatives and NSS volunteers institution has organized different programs. Social Science Study Association:- In our institution subjects of Economics, History Political Science are available as optional subjects. These subjects combined in a social science study association. Every year institution has formed Social Science Study Association in this association 11/13 students are nominated. They played major role for organization of different programmes. Home Economics Study Association:- Department of Home Economics formed study association every year. In this association 13 girl students are nominated. They organized different innovative programmes. English and Marathi Literature Association:- English and Marathi Literature are the optional subjects in our college. Every year they formed study association. In this association 11 students are nominated. They played major role for organization of different programmes.

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

8

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

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni Association has organized 01 meeting in this year.

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

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

1) Academic Decentralization In order to distribute and manage various activities in the college 17 committees of teaching and non-teaching staff work throughout the year for smooth and efficient functioning of the college. We have effective system of coordination among the Governing body, Principal, the Teaching and Non-teaching staff. The parent society has established a clear vision for the institute and takes efforts to insure the marching towards the vision of the college wherever and whenever required. The entire faculty members have given liberty for academic development and completion of curriculum. In case of carrier advancement scheme, there is decentralized system in our institute. The faculty member must have to approach IQAC coordinator for getting benefit of CAS. Then the IQAC suggest the concerned faculty member to prepare his/her proposal for getting the benefit of CAS. Finally the proposal verified to all legal process by the principal and forwarded to the Joint Director office to get it sanctioned. Regarding Academic decentralization the college IQAC committee has shouldering various responsibilities on convener. The college imparts operational freedom and independence to these committees for effective implementation. The Principal chairs all these committees and monitors their work through monthly and in some cases timely meetings. Under his guidance and directions of IQAC all the committees work towards the betterments of students and help in creating conductive environments. 2) Administrative Decentralization We have effective system of coordination among the Governing body, Principal, the Teaching and Non-teaching staff. In case of administrative work administrative officer (Head Clerk) is the prime authority. The office head clerk under the chairmanship of the Principal handles all the Administrative work. He takes care of the Admission, various scholarships and Institutional budget. We also have College Development Committee (CDC) as per the requisite of the M.U. Act 2016 the statute of Sant Gadge Baba Amravati University. At the end of every session the Head Clerk prepares the college tentative budget for the next session. The budget should be produced in College Development Committee meeting for approval. All the Activities in the session are in Accordance to the Budgetary Provisions.

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

Yes

### 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	The competent administrative staff is appointed for effective and proper administration. The college has transparent and decentralized administration. The admission process is also transparent and follows the rules and regulations of the state

Government of Maharashtra and the parent university. The students have the choice of electing the optional subjects under Choice Base Credit System (CBCS). Group of subjects to choose for UG 1) English 2) Marathi (both are compulsory subject) 2) Economics ,Political Science History Choose any three of the following A) English Literature Economics, Political science, Home Economics History B) Marathi Literature Economics ,Political science ,Home Economics History

Industry Interaction / Collaboration

Nil

Library, ICT and Physical Infrastructure / Instrumentation

The library is partially automated with (SOUL) software, (version 2.0). The Institute has purchased soul software for library automation and its work partially with integrated management library system. The library has total 10378 books. The working hour of the library is from 10:00 am. To 06:00 pm. Students are able to access the library during the library hours. The institution has three classrooms and one seminar hall with ICT facilities. It has been accepted that the process of education includes not only teaching-learning but it also includes the modern facilities and qualitative infrastructure and learning resources for the stakeholders (students) to achieve institutional goals and objectives.

Research and Development

The institution has constituted a research committee to promote the faculty members for research activities in the college. The research committee encourages and provides necessary guidance to the faculties in their research. It also helps departments in submitting seminar proposals and motivates the teachers to pursue Ph.D. studies. It also encourages the faculties for publishing research paper. Our Governing body has passed the resolution in their meeting. Those staff member presented research paper in International and National Conference, they paid Rs. 1000/- cash and Rs. 500/- respectively.

Examination and Evaluation

The assessment is done at the end of the semester by the institution as per the guideline of university. The process of continuous internal evaluation (CIE) at the institutional

level is done by adopting various evaluation methods such as question paper, conducting unit test, open book test, viva voice assignments, projects, quiz competition, question answer session and multiple choice questions, pre annual exam, assignment and Google classroom, solution of previous university question papers, methods of interview skills, aptitude test etc. The guidelines for minimum requirement of passing in aforementioned methods are given by the university.

Teaching and Learning

The college has always been using student-centric methods in order to introduce and enhance the basic skill in teaching learning process. The faculty members adopts lecture (traditional) method, question answer method, multiple choice question answer method, practical work, field work/trip, computer assisted learning, quiz competition and whichever methods such as participative learning method, experimental and problem solving method are adopted for teaching learning and evolution of the students. By applying different methods in teaching learning process the faculties generate curiosity among the students and help them to understand the subject respectively. As per the requirement of the curriculum the faculties apply modern aids of teaching.

Curriculum Development

In the beginning of the academic year the syllabi of each subject is verified from the affiliated University. IQAC conducted a meeting along with the Principal and the faculty members to prepare teaching plan, academic calendar and evaluation calendar as well as time table for the academic year. The course offered by the institution has semester exam system. If there are any changes in the syllabi made by the University the institute procures required number of books in the library.

Human Resource Management

Human Resource Management functions include - making Policies, Planning, decisions and its proper implementation. It involves finalizing targets and achieving goals by maintaining the organizational set up, rules and regulations. Policies include both short term and long term target. Planning and decisions involve

identifying responsibilities to be performed and accordingly work is allotted to staff.

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

E-governance area	Details
<p>Planning and Development</p>	<p>The principal addresses the students at the beginning of the session reflecting upon the goals objectives and the mission of the college. Similarly, after the formation of the Student Council, the Principal makes them aware of various functions and the role of the student Council. At the top there is a Governing Body. The members are available at any time whenever any urgent policy decision is required to be taken. In fact, the members of the Governing Body are real guiding forces for smooth functioning of the college.</p>
<p>Administration</p>	<p>Every year at the beginning of the session the Principal as the Head of the institution presides over the meeting of the college council. The Principal, being the Head of the Institution, has over-all power over the activities in the college, but he has decentralized the activities by creating various committees as per the statutory provisions. The entire faculty members have given liberty for academic development and completion of curriculum. Though, all rights are reserved to the head of the respective department. In case of administrative work administrative officer (Head Clerk) is the prime authority.</p>
<p>Finance and Accounts</p>	<p>We have effective system of coordination among the Governing body, Principal, the Teaching and Non-teaching staff. In case of administrative work administrative officer (Head Clerk) is the prime authority. The office head clerk under the chairmanship of the Principal handles all the Administrative work. He takes care of the Admission, various scholarships and Institutional budget. We also have College Development Committee (CDC) as per the requisite of the M.U. Act 2016 the statute of Sant Gadge Baba Amravati University. At the end of every session the Head Clerk prepares the college tentative budget for the next session. The budget should be produced in College Development Committee meeting for approval. All the</p>

	Activities in the session are in Accordance to the Budgetary Provisions.
Student Admission and Support	Institution has purchased admission soft ware from Dot.Com pvt. Ltd in the year 2013 2014. From that date all admission process were done by this software.
Examination	Sant Gadge Baba Amravati University has compulsory to download examination software in the year 2016-2017. From that session all colleges in this region received examination papers through online process.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	Prof. Dr. N. L. Arulkar	Humanities, Culture and Society	Governing body of the Institution	500
2020	Prof. Dr. N. L. Arulkar	Recent Trends and Issues in Humanities	Governing body of the Institution	500
2020	Prof. V. S. Tale	Contemporary Issues in Political Science	Governing body of the Institution	500
2019	Prof. V. S. Tale	Article 370: Reality and Future	Governing body of the Institution	500
2020	Prof. Dr. Sau. M. A. Deshmukh	Role of Significance of self help group (SHGS) In Socio-economic empowerment of women opportunities, issues and approaches	Governing body of the Institution	500

[View File](#)

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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		staff				
2019	Nil	Nil	Nil	Nil	Nil	Nil
2020	Nil	0`	Nil	Nil	Nil	Nil
<a href="#">View File</a>						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Nil	Nil	Nil	Nil	0
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	Nil	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Fees Concession in college Health Centre	Fees Concession in college Health Centre, Financial support for Peon Uniform	Fees Concession in college Health Center, Free of cost cycle stand etc.

## 6.4 – Financial Management and Resource Mobilization

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

<p><b>Internal Audit:-</b> Mr. B.G. Nagawani, from Chikhli respectively Charter Accountant have been appointed for carrying out our institutional audit, after verifying the institutional books of account there is no objection pointed out during the last five year by the internal auditors. The auditors certify the financial statements of the institute and issues audit report. <b>External Audit:-</b> The external audit is done by various Govt. Department usually the funds received and disbursed by the institution.</p>
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

0
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## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority



Academic	No	Nil	Yes	Principal
Administrative	Yes	B.G. Nagwani company, Chikhli Dist. Buldana	Yes	Principal

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

1. Parent teachers meet: We also have Parents Teachers joint meeting. But we do it with more intensity and degree. We allow the students and parents to express their views on all aspects of the Institution regular activities. Then the teachers answer all questions asked by the students and parents, the suggestions made by the parents and students are implemented from time to time.

2. Visits of Renowned Persons: The college is interested in bringing a renowned or important person who is in the town, to visit the college. These visits bring new winds of knowledge, thought and experience.

3. Inculcating Punctuality: A warning bell is given five minutes before the commencement of lectures every morning. The members of the discipline committee observe and persuade late-comers to arrive in time for the lectures. This practice has spread a message among the students that the college values punctuality and so they also respond similarly. This also assures them about regularity of periods.

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

Nil

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

1. International, National and State level conferences, Symposiums are attended by all faculty members and they present their research papers.

2. The campus has given good face lift with more construction space, various useful trees and beautification of the campus is a regular activities.

3. Institution campus Plastic free zone for betterment of environment.

#### 6.5.5 – Internal Quality Assurance System Details

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

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

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Nil	Nil	Nil	Nil	Nil
2020	Nil	Nil	Nil	Nil	Nil

[View File](#)

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

#### 7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male

Mahila Mukti Din	03/01/2020	03/01/2020	75	80
World Womens Day	03/03/2020	03/03/2020	70	70

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Nil

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	No	Nil
Ramp/Rails	Yes	1
Braille Software/facilities	No	Nil
Rest Rooms	No	Nil
Scribes for examination	Yes	1
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	11/07/2019	1	Pledge for not chewing Tobacco	Health Awareness among Rural Community	114
2019	1	1	09/09/2019	1	World Literacy Day	Literacy Program	102
2019	1	1	07/10/2019	1	workshop for voters awareness	Awareness for voters	114
<a href="#">View File</a>							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
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Code of Conduct for Students	03/06/2019	<p>Students: Students will follow the rules and syllabus of the University. Minimum 75 attendance will be mandatory for every student in all the subjects offered: failing which he/she will not be permitted to appear for the examination. It is compulsory for every student to qualify physical competence examination at the end of each academic session. Every student has to read notice board in the college regularly. It is mandatory for every student to appear for all the tests and examinations conduct in the college. Student will have to attend lecturers, tutorials and practical session regularly according to the time table. They will have to compensate for any damage/s cause by them to the college furniture, books, news papers, sports equipment, etc. nobody is allowed to publicize any kind of information of/about the college in the print/ electronic/ social media without the prior permission of the principal.</p>
Code of conduct for Teachers	03/06/2019	<p>Teachers: Teachers should handle the subjects assigned to them by the principal. Teachers should complete the syllabus in time and produce good result in the subjects handled by them. They are accountable for the same. Tutor-ward (Mentor-Mentee) system must be effectively implemented. Teachers shall take care of the mantes. Teachers are encourage to write</p>

text books, published articles in reputed journals and present paper in seminars, conferences and take up research projects. They should also attend faculty development programs, quality improvement programs etc. to update their knowledge.

Code of Conduct for Non- Teaching Staff

03/06/2019

Non- Teaching Staff Non-Teaching staff working in the college office or department should remain on duty during the duty hours assigned to them. They should report on duty at least 15 minutes in advance. Non - Teaching staff must always wear their identity badge during working hours. For articles damaged by the students, a separate registered should be maintained and record along with the cost of material should be submitted to the authority at the end of the session. Non-Teaching staff will carry out their duties as instructed by the authorities to whom they are attached.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
World Yoga Day	21/06/2019	21/06/2019	125
Sadbhavna Din	20/08/2019	20/08/2019	120
Birth Anniversary of Indian Legend	02/11/2019	02/11/2019	110
Birth and Death Anniversary of Indian Legend	31/10/2019	31/10/2019	100
Death Anniversary of Sant GadgeBaba	20/12/2019	20/12/2019	120

[View File](#)

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

1) Student, Staff using a) Some students use bicycles to come to the college. b) Some students come to the college by the buses of State Transport Services (Public transport), Maharashtra. c) Some students come to the college by walk.

2) Plastic free campus Our college organizes programmes about the hazardous effects of polythene. That will help to make our campus plastic free.

3) Paperless office (For the purpose to protect the nature and environment) Our college and office is in the process to become paperless for that we are using online software for using official duties just as salary sheets of the teaching and non-teaching staff, T.C., Scholarships, Admission Process.

4) Rain Water Harvesting Project The implementation of water harvesting programme has created awareness among the students, farmers and casual visitors in the vicinity. Our staff members offer free guidance about rain water harvesting to the common people it gives inspiration to number of people.

5) Green Campus The basic purpose of plantation and preservation is to maintain the greenery and the temperature in the surroundings. It is of utmost importance to plant trees every year because they maintained oxygen layer in the atmosphere and naturally the global warming diminished. Preservation of trees are necessary to maintain the eco - balance, to have satisfactory rainfall, to reduce the intensity of the problem of global warming, to provide natural habit to birds, animals and insects. The ground water level is maintained by the trees and kind of filtered oxygen is being offered to the pupils, birds, animals and all living creatures in the vicinity.

## 7.2 – Best Practices

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

BEST PRACTICE NO. 1 2019-2020 Title of the Best Practice- Library services to external readers Goal - ? To provide library facilities to the teachers in the neighbouring colleges ? To provide library facilities to Ex-Students of the college. ? To provide library facilities/services to the members of the management members. ? To provide library facilities/services to pass out students Methodology of Library services to external readers ? The library membership is open to all ? If some reader wishes to use library facilities for some period, he/she has to apply for the same, and if the Principal has allowed he is given the library membership. ? He/she has to fill up the application form with his photo, Photo ID proof and detailed address with email id. ? He/she is informed about the rules and regulations of the library. ? We try to find out his/her purpose/objectives of using library facility and the period for which he/she has applied. ? Teachers in the other colleges are provided 2 books for seven days in the request from their Principals. ? Books are issued of the members of the college management. ? Ex- Students, other readers and Pass out students are provided library services with reading room facility. ? No fees are charged from these readers. ? The information from the Internet is provided free off cost. Evidence of Success ? As we provide library facilities without any charges the teachers in the neighboring colleges are benefitted. ? Ex-Students make use of our facilities for competitive exams. ? Pass out students are also benefitted. ? The management members also make use of library. ? As it is said that library is a social institution by the Dr. S.R. Ragnathan the objectives of our library are being served. ARTS COLLEGE, BULDANA BEST PRACTICE NO. 2 2019-2020 Title of the Practice:- Health Centre (Gym) facility for youth of Institute as well as Society Goal of the Practice:- ? To inspire youth generation about health and physique. ? To inspire college students for their best physique. ? To promote college students for Body Building Competition. ? To inspire society youth generation, avoid tobacco and alcohol. Institution has set up a well-equipped Health Centre (GYM) for college students as well as society youth. Main aim of this Health Centre (GYM) to

strengthen young generation of Indian society fit and fine. In this Health Centre (GYM) we provide upper body muscles and lower body muscles development machines. i.e. Shoulder Press, Rowing, Wrist conditioner, Pull ups, Chin ups, Incline and Decline Bench, different type of dumbbell. Apart from this we provide Weight Lifting set as per Federation norms. All equipment's are benefitted for shaping the youth body as well as mind. Institute also provides lower part of body exercise machines, i.e. Leg Press, Treadmill, Cycle, Seated leg press, vibrator etc. Main aim of our Institution to attract youth for developed overall personality with best physique. This type of equipment's develops different types of muscles in various games and sports. College students get benefit and perform better in respective games. The College also provided fees concession for regular students. So that it may prove this Health Centre (GYM) beneficial for college students as well as society. They can maintain their physique and multi-faceted manner.

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

<http://artscollegebuldana.org/wp-content/uploads/2021/03/igac-2019-2020.pdf>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

College 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. Its distinctive approach in catering to the educational requirements and aspirations of the people in Buldana and around Buldana District irrespective of caste, community/or religion. The vision of the College focuses on development of the college into a premise Institution of Higher Education and be an active component of National Educational System. Develop human resource of high caliber that is nationally comparable and internationally acceptable with the counterparts, which will empower our students to cope with competitive needs in changing global scenario and reach the unreached and serve the un-served with education. Excellence in Academics:- The College as a higher education institution is committed in imparting quality education to empower the youth/students and strive to foster integral development of the students by enabling them to be intellectually alert, emotionally balanced, morally sound, socially committed, culturally enriched and spiritually oriented. College has all ICT facilities like LCD projectors, Computers, Internet which is used in the teaching learning processes. Teaching is made student centric and innovative teaching methodologies are used by the teachers in the dissemination of information. Exploration of talent through teaching learning process :- The college promotes students success by providing students centered academic and support services and creating opportunities for the employment, internship. Class tests, projects, seminars, presentation by students are regular features of class room teaching by which advanced learners are identified. The participation of students in the classroom discussion, seminars, group discussions and departmental society activities also throws light on their learning abilities. The college has well qualified staff, good infrastructural facilities, well equipped computer labs, library and co-curricular/ extracurricular facilities. The institution is committed to provide an ambiance of creativity, innovation and good learning experiences. College has class rooms with good ventilation, proper lighting and sufficient furniture. Curricular Extra-Curricular Activities:- Co-curricular, extra-curricular and sports activities and competitions are organized regularly to nurture the talents of the students in addition to the academics. These activities are implemented under the banner of National Service Scheme (NSS),

Youth Festival, Annual Social Gathering, Publication of Annual Magazine, Sport Department Various cultural activities. Social Responsibility:- College endeavors to build community through addressing the educational needs of its service area, reading out to underrepresented population fostering relationship with local school and transfer institution and forging partnership with business and community organization. Students are actively taking participation in Cleanliness Movement, Road Safety Campaign, Women Empowerment Programs, Red Ribbon Club Activities, Yoga Day other various social activities implemented through the support of various authorities as a part of community services.

Provide the weblink of the institution

<http://artscollegebuldana.org/wp-content/uploads/2021/03/Criteria-7.pdf>

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

Future Plans of Actions for Next Academic Year 2020-2021 1) Organization of workshop by the IQAC to promote the quality improvement strategies and the theme of the workshop is revised NAAC frame work. 2) Encouraging faculty members to complete their doctoral degrees and to continue research activates through quality publication. 3) Encouraging to faculty members who are PhD holders who should strive for PhD super wiser position and contribute to research work. 4) Promoting participation of students and staff in seminar, workshop, sports and cultural activities organization by college and external agencies. 5) Promoting activities such as Yoga, Physical exercise, meditation etc. Related to development of mental and physical fitness of students, facilities and staff. 6) Promoting the faculty for orientation, refreshers, short term course and CAS promotion. 7) Encouragement of the best students by the Principal and faculty. 8) All faculties encourage and facilities to participate and present paper in peer reviewed and UGC referred journals.