



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	SHIVRAJ COLLEGE OF ARTS, COMMERCE AND D.S.KADAM SCIENCE COLLEGE, GADHINGLAJ
• Name of the Head of the institution	PROF. (DR.) S. M. KADAM
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02327222333
• Mobile No:	9421975791
• Registered e-mail	shivrajcollege64@gmail.com
• Alternate e-mail	smkadam62@gmail.com
• Address	VADARGE RAOD, GADHINGLAJ
• City/Town	GADHINGLAJ
• State/UT	MAHARASHTRA
• Pin Code	416502
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid

• Name of the Affiliating University	SHIVAJI UNIVERSITY, KOLHAPUR
• Name of the IQAC Coordinator	SHRI. K.J. ADATE
• Phone No.	02327222307
• Alternate phone No.	02327222078
• Mobile	9271692747
• IQAC e-mail address	naacshivraj@gmail.com
• Alternate e-mail address	kjadate@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.shivraj.edu.in/naac/AQAR-Report-Year-2019-20.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.shivraj.edu.in/upload/academic_calendar/1602913541.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	73.25	2004	16/02/2004	15/02/2009
Cycle 2	B	2.27	2015	03/03/2015	02/03/2020

6.Date of Establishment of IQAC

29/09/2004

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
0	0	0	0	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	4
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	No
<ul style="list-style-type: none"> 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
<ul style="list-style-type: none"> If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
1. Staff / Faculty were encouraged to publish research articles in UGC recognized peer reviewed Journal	
2. All the Staff members and departments are motivated to organize and attend & participate in workshop, Seminar and conferences on current issues.	
3.Suggestions made for the improvement in the infrastructure as per the requirements.	
4.As per the regional needs the proposals for new courses.	
5. Participation in the National and International Sports competitions.	
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
1. To Prepare academic Calendar	Activities were organized as per the Academic Calendar.
2. To Sign MOUs for academic excellence	Three MOUS are signed for academic excellence. 1. Jyoti computers, Kolhapur 2. Bajaj Finserv 3. Edu-Net foundation
3. To participate and Organize Sports activities	Due to Covid pandemic university level sports are cancelled. So it was not possible to organize and participate in the sports activities. Even though institute has organized online Yoga Camp and Yoga Day.
4. To Organize cultural activities	During the academic year 2021 institute has organized 69 different cultural activities.
5. To Promote Research	Organized webinars on - 1.Three days webinar on research writing skills 2.One day webinar on research ethics and research opportunities

13.Whether the AQAR was placed before statutory body?	Yes
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<ul style="list-style-type: none"> Name of the statutory body
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Name	Date of meeting(s)
CDC	04/04/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2019-20	22/12/2021

Extended Profile
1.Programme

1.1	285
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	3751
Number of students during the year	
File Description	Documents
Data Template	View File
2.2	2372
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	968
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	25
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	50
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	44
4.2 Total expenditure excluding salary during the year (INR in lakhs)	3748652
4.3 Total number of computers on campus for academic purposes	160

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

The Institute is affiliated to Shivaji University, Kolhapur. Institute implements the curriculum prescribed by the Shivaji University Kolhapur. The CBCS pattern has been implemented by the University for UG and PG since 2018-19. The college also runs the skill development programs to enhance and develop the overall performance of the students. The college has been running 06 UG programs, 08 PG programs along with 03 Certificate and other courses at UG level.

For Effective curriculum delivery -

- In the beginning of Academic Year, the Principal conducts a meeting with the Head of the departments to discuss the preparation of the Academic Calendar, curriculum planning and documentation. As per the direction of the Principal, Head of the departments discuss and allots workload amongst faculties of the concerned departments.
- The Time Table committee collects the workload from Department Heads and prepares the Time Table.
- Faculty of all departments prepares their teaching plans.
- By making optimal use of available resources, classes are

conducted according to the time table.

- Library has a rich collection of resources with an open access system and 48 Journals are subscribed by Institute.
- Library has a webOPAC, N-LIST facility.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The institution prepares and publishes academic calendar containing the relevant information regarding the teaching- learning schedule , weekly working days and holidays, government holidays, Internal assessment dates, practical exam dates, workshop schedule, technical seminar schedule, Industrial visit dates, sports day, cultural day on website of the college and displays on students notice board and in the principal's office. The academic progress of the students' regularly monitored by continuous internal evaluation such as seminars, project work, unit test, internal examinations, semester examinations etc.

IQAC of the Institution along with CDC designs the process of admission. As per the regulation of the university various committees are formed to run all the curricular and co- curricular activities smoothly. The NSS, NCC, cultural and sports activities are distributed and implemented throughout the year and review is taken by the IQAC Coordinator and the Principal.

The aim of CIE is to enhance the quality education among the students. Though it has been made mandatory for the last year students by the university, the institution has been implementing the CIE procedure for all the students. The faculties may choose test, seminars, assignments, Viva, projects to evaluate the performance of the students periodically.

File Description	Documents
Upload relevant supporting documents	View File
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

A. All 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

File Description	Documents
Any additional information	View File
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)

3

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
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

137

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

137

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

1.3 - Curriculum Enrichment

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

The institute takes special efforts to integrate the various cross-cutting issues like environment and sustainability, Gender equality, human values and professional ethics.

- Environmental awareness is inculcated by our NSS students and NCC cadets through the activities like Tree plantation, Swachh Bharat, No Vehicle Day, Cycle Rally, Plastic Hatav Mohim.. The Institute organized the teachers training workshop on Climate change and sustainable development goals.
- Gender awareness and sensitization occurs in the curriculum of social sciences and humanities.
- 30 % seats are reserved only for girls students in NCC units.
- The Institute ensures safe and secure environment for

girlsstudents through Discipline Committee, Sexual Harassment Prevention Committee, Internal Grievance Committee and activities like Woman Empowerment, Beti Bachao Abhiyan, Stree Shakticha Jagar, Self Defense Camp, Nirbhaya Abhiyan, Workshop on women rights and Laws etc.

- The Institute organized activities to inculcate the human values among the students.
- The nstitute organized the special activities such as blood donation camp, AIDS awareness programs, Swachh Bharat Abhiyan ,Voter awareness program to inculcate human values among the students.
- The Institute organizes lectures on emotional intelligence, professional ethics and code of conduct.

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	View File

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

42

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

443

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

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)	View File

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
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

4693

File Description	Documents
Any additional information	View File
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

618

File Description	Documents
Any additional information	View File
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 Institute implements the selection process of advanced learners and slow learners. We select advanced learners and slow learners based on the students' internal assessment and the marks obtained in the previous year exam. These students can be assessed to identify their learning levels by different mechanisms

Policy Guidelines for Advanced learners

- Institute motivates the advanced learners to strive for higher goals and provided with additional inputs for better career planning by offering special coaching for higher level competitive examinations.
- Final year students are involved in research projects.
- The institute encourages them to participate in State, University, National and International level Conferences, Workshop ect.
- The special facilities are made available like library, computers with internet facility, language lab etc.

Policy Guidelines for Slow learners

- Slow learners are treated like other students in the class but

they are provided extra coaching for improvement and achievement.

- The institute helps the slow learners by giving proper guidance and support.
- The institute organizes bridge courses and remedial programmes for these students.
- The institute conducts extra classes for the difficult subjects.
- Special attention is given to slow learners in the class.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
3751	98

File Description	Documents
Any additional information	View File

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

The Institute has conducted various student centric activities at UG and PG levels to improve the quality of teaching- learning methods.

Experiential Learning

1-Research Project

Students are asked to complete research based projects on topics related to their syllabus and other areas.

2-Group Assignments and projects

Students are assigned group projects

3-Field Visit

Departments arrange field visits to educationally important areas

4-Industrial Visit

The Department plans and organizes the industrial visits

6-Guest lecturers

Departments organize Guest Lectures of eminent experts

Participative Learning

1-Group discussion and debates

To improve communication skills, idea generation and presentation skills, group discussion and debates are conducted.

2-Role Play

Role play methods are adopted to supplement teaching by way of participative learning.

3-Teamwork

Departments organize students' activities to promote the spirit of teamwork. The activities like NCC and NSS camps through village adoption, Tree Plantation, Swachh Bharat Mission

4-Group Work

Practical and workshops in all individual and group work are also conducted

ProblemSolving Methodology

1-Case Studies-

Case studies used to increase students' participation and develop problem solving skill.

2- Quizzes

Quizzes are conducted to develop logical reasoning and problem solving skill.

3-Research activities

Research workshops and related activities are conducted.

File Description	Documents
Upload any additional information	View File
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

• The Institute has a significant concern for providing the latest modern infrastructure and learning resources for learning experiences. The Institute promotes ICT enabled teaching.

- Keeping in mind the importance of ICT, e- learning environment is created in the classroom with well-equipped LCD projectors, audio- visual facilities and various ICT tools in addition to chalk and talk methods of teaching. The faculties are using tools like Google meet, Zoom, Google Classroom and live lectures on YouTube.
- To attain competence, the faculty record and upload lectures, practical's on online channels and classroom.
- The Institute has 5 LCD projectors setup in various classrooms. By using LCD the faculty interact with students in a better way.
- The Institute campus is Wi-Fi enabled so that teachers and students can freely access the internet.
- WhatsApp groups of every class and subject are formed for better communication. During the covid-19 pandemic, students were kept in constant contact through these aids.
- The Institute has access to vast e-learning resources. The Institute has regular subscriber and has been subscribing to NLIST from 2013. Teachers and students are registered N-LIST having access to e-books and e-journals.

File Description	Documents
Upload any additional information	View File
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

98

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
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

24

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	View File

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

14

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

279

File Description	Documents
Any additional information	View File
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.

Efficient learning depends on continuous internal evaluation and monitoring. The long gap in the learning and evaluation leads to litharge among the students. Hence continuous internal evaluation is used as a key to upgrade studentknowledge. Periodic evaluation between semesters is essential to engage students in continuous learning. As a part of the curriculum, the University has made internal assessment mandatory for final year. For internal evaluation of second and third year, various tools such as Home assignments, Unit tests, presentation skills, seminar and projects are opted.

Internal examination marks of respective subjects are filled and submitted through the Online Portal of the University. For holistic development of students, the institute has adapted different modes of internal evaluation such as Tutorials, Home assignments, Class Tests, Group Discussion and Seminars.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

- There is complete transparency in the internal examination. The institute has Examination Grievances Committee. The

committee looks into the matters regarding university and internal examinations. At the beginning of academic year institute prepares tentative schedule of internal examination and is displayed and communicated in the students.

- In case of university examination Grievances of the students such as online examination form, incorrect entry of marks, queries related to subject codes/programs, wrong entries in names, hall tickets, absenteeism etc. are addressed in stipulated time to the university.
- Students are asked to raise the grievances if any regarding internal examinations to the Examination Grievances Committee. Firstly the grievances are tries to solve at Departmental level and then it is forwarded to Examination Grievances Committee. The committee discusses all the grievances and communicates with the concern students. All the grievances are sort out in stipulated time.

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.

At present the Institute is running various undergraduate programmes very successfully viz B. A., B.Com., B.Sc., B.Sc. (CS) Entire, B.B.A., B.C.A., M.A. Marathi, Hindi, English, Economics, Sociology, M.Com (Accountancy), M.Sc. (Computer Science), M.Sc. (Organic Chemistry) etc. The Institute follows the curricula prescribed by the Shivaji University, Kolhapur. The board of studies of the university stated the course outcomes and programmes outcomes while designing the syllabi. At the Institute level, the circulars regarding this are circulated among the faculty members and students. The University displays the CO's and PO's and learning outcomes for the programme on their website. The Institutes also display the same on the websites. Learning outcomes are linked with the aims and objectives of the Institute.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.shivraj.edu.in/pos-psos-cos
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 attainment of POs and COs are evaluated by the Institution at different levels like Cognitive, Affirmative and Psychomotor. Cognitive outcomes are evaluated through Group Discussion, Seminars and Quiz. Affirmative outcomes are evaluated through written exams. Psychomotor outcomes are evaluated with the help of practical exams, projects, field study and case study.

After the exams, faculty discusses the question paper with model answers. The Institute provides subject related Add on, Value added and Skilled Courses to the students. Various online teaching tools are used such as Google forms, Online Quiz, MCQs which help the Institute to evaluate the attainment of the outcomes. Course outcomes are measured according to the performance of the students in the class, practical, internal evaluations and external evaluations.

Direct attainment of program outcomes and course outcomes are based on the levels of attainment. Indirect attainment of program outcomes and course outcomes are mainly based on Course, Alumni, Placements and the success of the students in the various competitive exams such as MPSC, UPSC, NET/SET and GATE exams. Feedback is collected from the students.

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

968

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	No File Uploaded
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://www.shivraj.edu.in/files/Sss_Report_2020.pdf

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

15

File Description	Documents
Report of the event	View File
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

32

File Description	Documents
Any additional information	View File
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

07

File Description	Documents
Any additional information	View File
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

Various activities based on social issues have been organized by institution. The activities related to the major social issues like farming , the problem of cleanliness, the environment problems and women's health activity have been organized.

The special efforts have been taken for the inculcation of human values and social awareness in the students through the activities like Blood Donation Camp, Covid-19 Vaccination Camp, Tree Plantation activity, Cleanliness Campaign (Swachh Bharat Abhiyan), AIDS Awareness, Covid-19 safety awareness program, E-Pik- Pahani activity for farmers, celebration of birth and death anniversary days of the national leaders, Women's day, Teachers day, Voters Awareness activity, Anti corruption oath and Fit India Abhiyan and Human Rights day etc.

The above activities are organized through the NSS ,NCC units,committees and departments of the institute aim at the development of student's personality, social consciousness and social services.

Every year our NSS Unit organizes 7 days residential camp in nearby adopted village. Several activities addressing social issues were carried out by NSS and NCC Unitsinstitute. The activities have impacted positively on students' betterment.

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

3

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	View File

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

25

File Description	Documents
Reports of the event organized	View File
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

2607

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

5

File Description	Documents
e-copies of linkage related Document	View File
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

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
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 institute has augmented its infrastructure systematically and continuously over the years. The Institute has adequate infrastructural facilities like Classrooms, Laboratories, Computing Equipment, Staff Rooms, Cultural Hall, Seminar Halls, Reading Room and ramps. The Institute has an excellent and sufficient number of classrooms to conduct regular classes to ensure its optimal utilization of the same. Besides conducting regular classes, the classrooms are used for conducting add on & value added courses. The Institute has taken progressive steps to provide various infrastructure facilities in library, laboratories and well equipped language lab.
- Campus :The total area of the Institute campus is 14 acres and the total built up area is about 56655 sq meters. The infrastructure of the institute includes the main building, Library, Laboratories, Ladies hostel, ladies room, staff room, Canteen, cafeteria, reading room, Cultural hall.
- ICT Facility : The institute has 190 computers connected with LAN. Campus has WIFI facility.
- Laboratory: All the laboratories of the Institute have advanced instruments and equipments.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.shivraj.edu.in/files/aqar-2020-21/4.1.1.pdf

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

- The cultural activities such as plays, singing, dancing, folk dances, one act plays performed in a cultural room. A cultural committee looks after the needs and musical instruments.
- The Institute promotes to participate in different events in youth festival organized by Shivaji University Kolhapur by talent hunting. For enhancing the quality of cultural programmes external experts, trainers & outside agencies are

invited for providing training and guidance to the students. An adequate no of mikes, speakers, amplifiers along with digital video camera are made available in the Institute. A spacious hall of our institution is used for practicing in the cultural activities. Open stage along with conference hall is also made available for practice.

- The institution provides adequate facilities for sports, open ground for outdoor games with separate gymnasium for boys and girls. The Institute has a good record in sports events at university, state, national and international levels.
- The gymnasium has sports facilities like Double Bar, Single Bar, Weight machine, Power lifting , Weight lifting set, Multipurpose Bench , Gym mirrors, Seven station exercise machine, Fencing facilities, Carrom, Chess, Judo practices mat, Wrestling practice mat, Yoga and Aerobic training center and the complete sets of accessories of Athletic training set, Shot put, Discus, Hammer Javelin, Relay Batten, Hurdles, Volleyball, Football, Cricket, and Basketball, and a separate provision for Mallakhamb with safety measures are made available for the sportsman.

File Description	Documents
Upload any additional information	View File
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.

12

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

3

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)	No File Uploaded

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)

99.50

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
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)

- The library is automated with ISO Certified integrated library management software SLIM 21 (Version 3.8.0.20922) since 2013. Software consists Acquisition, Circulation, Cataloguing, Serial Control etc. module. Through this modules various activities of the library such as data entry, billing, circulation, cataloguing etc. are done through the software.
- Library has WebOPAC <http://103.132.1.125/w27> by which any one can search resources by title, author, subject. On WebOPAC user can get information of Journals subscribed, newly added books. By logging with login id user can see his/her account details, he can reserve resource, he can add books to cart and many more options are there.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

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

A. Any 4 or more of the above

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)

1.98574

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

52

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

The Institute has adequate IT facilities, including Wi-Fi for strengthening the teaching and learning process. The Institute is equipped with 190 computers, useful software and antivirus

protection for servers and administrative offices. LCD projectors are used by the faculty for effective teaching with Power Point Presentations, video lectures etc. Teachers also use Google-meet, Zoom, and YouTube etc for online lectures. Scanners, Printers and Xerox facilities are available in the administration sections and in all departments.

The Institute has a local area networking (LAN) facility in the office and all computer labs. The Institute has set up Wi-Fi facilities to the students and teachers in the campus which provides better data connectivity. CCTV surveillance systems are available in the library and Institute campus to monitor the activities to maintain discipline.

The Institute has private internet connection. All Computers in the Institute are connected to the internet. The institute provides internet facilities to office, library, students and faculties to keep themselves updated in every field of knowledge Classrooms are powered with LCD projectors and data connectivity for ICT enabled teaching.

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

4.3.2 - Number of Computers

190

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

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)

15.63

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.

Laboratory- measures to maintain laboratories are as follows:

- The repairing and maintenance of sophisticated laboratory equipments are done by the technicians.
- The microscopes used for biological experiments are cleaned and maintained yearly .
- There is proper disposal of all types of waste such as bio-degradable chemical/chemical and e-waste.

Library- The acquisition of reading material is done by collecting list of books from the concerned Head of Departments.

- Every year in the month of April INFLIBNET consortium is renewed.
- To the physically challenged students, the library provides book bank scheme at free of cost. As per their requirement

services are made available to their desk.

- Weeding out, schedule of issue/ return of books etc. are chalked out / resolved by the library committee.
- Sports: The Gymkhana committee looks after maintenance of sports facilities consultation with Principal.
- Computers- Six Computer laboratories with 160PCs are established and duly maintained. Three technicians are appointed for maintenance of the same. The e-waste generated during the year is disposed off.
- Classrooms-The maintenance of all classrooms is on routine basis.
- The technicians, plumbers, electrician, carpenters are deputed by the institute for the maintenance of classrooms and other related infrastructure.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.shivraj.edu.in/procedures-and-policies

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

1104

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
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**

A. All of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
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

534

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

534

File Description	Documents
Any additional information	View File
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	View File
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

15

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

224

File Description	Documents
Upload supporting data for student/alumni	View File
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

01

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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.

8

File Description	Documents
e-copies of award letters and certificates	View File
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 council is a constitutional body for representation of the student in administration of the institution. Student organizes and participates in various curricular, co-curricular, extra-curricular activities but last few years student council election has not been held. So our institute nominates students for organizing various activities and programmes.

Representation in curricular Activities

- For better curriculum delivery institute always encourage student to organize and participate in curricular activities like seminars, workshops, group discussions, study tours and exhibitions on various issues.

Co- curricular Activities

- Welcome and Farewell function are organized by the responsible students. Student participate in celebration various days like anniversary, Constitution day, Shahid Din etc. sports activities are organized with the help of sports students.

Extracurricular Activities

- Activities like blood donation camp is organized by the NSS and NCC Unit collaborated with Annasaheb Galatge Blood Bank. Covid Awareness program is organized by NSS Unit.
- The students represents at various administrative committees like IQAC etc.

- Swachhata Abhiyan, Swasth Bharat Abhiyan, Aatmanirbhar Bharat, Voter Awareness, Environmental Awareness Campaign organized by the students of NSS and NCC Unit.

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

16

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
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

Noregistered Alumni Association

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

The vision and mission of our institute

VISION

Taking higher education to the students and preparing them to build strong India based on reasoning, conscience, compassion and philanthropy.

MISSION

Our mission is to provide quality education to the students of Gadhinglaj, Ajara and Chandgad tahasils and Maharashtra, Karnataka, Goa, Konkan border areas to change their minds with newly advanced socio-economic knowledge and technology.

Our motto is "SEVA PERMO DHARMA" means "SERVICE ITSELF IS THE SUPREME RELIGION" The motto itself reveals our dedication to human services through various activities.

GOVERNANCE

- Our institute does not observe any kind of inequality on the basis of caste, religion, gender, category etc. in admission process so each section of the society get justice.
- On the occasion of Maharshi Vitthal Ramji Shinde's Memorial Day' one of the professors of the Institute is honored with Karmveer Gunavant Shikshak Puraskar and one of the administrative staffs is honored with Karmveer Gunavant Prashaskiy Karmchari Puraskar.
- Every year one of the students is honored with Guni Shivarajian Award.
- It gives more impetus to the service attitude among the students, Teaching and Non-Teaching staff of the institute and promotes the personality development of the students .

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.

- The effective leadership, comprising of the Principal, IQAC, Co-ordinators of Arts, Commerce and Science stream and the HoDs of various departments, heads of curricular and co-curricular committees invest collective efforts bringing in a conducive academic atmosphere in the institute.
- The Principal imparts timely instructions to the HoDs during meetings to take stock of situations and decide on quality parameters as defined by the IQAC from time to time and gives his valuable inputs during meetings of bodies like IQAC, Planning Board, Examination Committee, Research Committee etc.
- The faculties are motivated to work creatively on various statutory bodies and committees. The views and suggestions of student representatives on various bodies are taken into consideration while planning various activities.
- The Institutional administration is participatory and decentralized.
- According to Maharashtra University Act 2016 the governance of the college is done through the deliberations of CDC comprising of representation of management, teaching staff, administrative staff, community and students.
- In addition to the bodies like CDC, IQAC, there are 50+ other committees at work under broad divisions like Curricular Aspects, Teaching-Learning-Evaluation, Students' Activities, Student Support, Research and Extension, Infrastructure, Governance, etc. The teachers are appointed as the members of these committees.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

One of the significant factors of the prospective plan is to provide an improved virtual platform academic and support facilities for the students.

Perspective Plans-

- To adopt policies and strategies for sufficient ICT facilities and other learning resources.
- To focus on easy access to technology and information.
- The Institute has sent new proposals to university to start new courses like B.sc. (Animation), B.sc (Food science), B.Com (IT), B.Com (Math).
- A proposal has been submitted to the government to start Night College.
- A proposal has submitted to the government to start B.Sc (Nursing).
- To Submit Proposal of B.Sc (Nursing) to Government of Maharashtra.

Case Study: ICT Use in Teaching-Learning Process.

- The institute has been using ICT for teaching-learning purposes since 2010. The Institute has provided a smart board, laptop, CDs, projector, and internet to make ICT an integral part of the teaching-learning process and extensive use of computers for classroom teaching.
- The institute has quickly adapted to online teaching during the pandemic situation.
- White smart boards useboth by teachers and students.
- Students and teachers receive an easy and prompt notification.
- Upload study material quickly and smoothly.

These e-learning portals have facilitated the smooth running of the teaching-learning process.

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

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.

The Institute is affiliated with Shivaji University Kolhapur, which KVRSSS governs. The Institute has various bodies for the smooth, effective execution of work in all departments and levels.

The principal has formed various statutory committees as per provisions of Shivaji University Kolhapur. The committees prepare their action plan to carry out different activities, and some are finalized in consultation with the Principal. All responsibilities are shared by the Principal, head of the departments and administrative staff.

Service Rules

- Rules and conditions of service, the institute follows the rules and regulations laid down by Shivaji University, Kolhapur, UGC New Delhi and the Government of Maharashtra.

Procedures for the Recruitment

- The Institute is carried out recruitment in two different ways;
- Permanent posts (Grant-in-aid) as per the norms of the Government of Maharashtra, University and UGC, these posts are recruited by management.
- The Management recruits temporary posts (Non-Grant) as per the norms of the university and UGC.

Procedures for the Promotion

- Promotion to the faculty is given according to the rules of the parent university- Shivaji University, Kolhapur, UGC, New Delhi and the Government of Maharashtra.

Institute Committees

- Different Institute committees control the execution of responsibilities and activities on the campus.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	View File
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

The following facilities are available for Teaching and Non-Teaching staff in our Institute.

- Travel Allowance and Duty Leaves are given to attend conferences, workshops, Seminars etc.
- Institution grants leave for Faculty Development Programme (FDP).
- Group Insurance Scheme is implemented for the employees of the Institute.
- Travel leave is granted for senior administrative staff.
- Study Leave is granted to attend various research training programs.
- Provision of Medical Leave, On Duty Leave and Casual Leave.
- Cafeteria and Canteen facility is available.
- Campus is with Wi-Fi facility.
- As per the government decision, Provident fund facility to

employees.

- Provision of Advance Salary.
- Loan provision for all the staff members from Shri Shiv Shahu Shikshak Shikshaketar Pat- Sanstha Gadhinglaj.
- Gym facility and sports instruments are available.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

0

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

2

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	View File
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

26

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	View File
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

The key features of the institutional performance appraisal system for teaching and non- teaching staff are as follows,

Teaching staff

- Teacher performance is being accessed through PBAS

(Performance based Assessment System) & ASAR.

- The promotions are given through API and ASAR score of teachers through CAS.
- The concerned teacher is informed by the college before his promotion due date and After filling up the ASAR form, it is checked by senior faculty member. Same is verified by the Department Head, Finally it is sent to IQAC head.

Non Teaching Staff

- Confidential reports of non teaching staff are also checked through Annual Performance Appraisal.
- Non-teaching staff work is examined on the basis of various criteria such as permanent nature and habits of staff, departmental competence, hard work office peace, co-operation in other staff's work.
- The evaluation is based on the annual confidential report of the administrative staff. E.g. Excellent, Very Good, Good, Highly Satisfactory, Satisfactory, Average and Poor. However, as per to the report of the head of the department, it is sent to higher authority.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Our Institute conducts external and internal financial audit regularly. The Government also conducts Government audit by Govt. Auditor and Joint Director, Higher Education, Kolhapur.

- Internal audit: Internal Audit conducts two times in a year . It is conducted by the Director of our institute.
- External Audit: This audit is conducted by C.A. D.V . Bhumkar & Company Kolhapur.
- Government Audit : This audit is conducted by the Administrative officer , Senior Auditor (Higher Education Pune

Region) and by Joint Director, Higher Education, Kolhapur, it was last conducted in the year 2014.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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)

0.23

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 IQAC, UGC Committee of institute explores funding schemes of various agencies like UGC , RUSA and DST. The Institute and faculty applies for various developmental schemes announced by these funding agencies. The Institute's main source of fund is fee received from the students at the time of admission, Institute follows the rules and regulations of Government of Maharashtra and Shivaji University Kolhapur with respect to the tuition fees. Development fee contribution from students remains a basic and major source of funding to the institution. The institute also receives funds from hostel fees.

OPTIMAL UTILISATION OF RESOURCES

- **Institute Budget:** Every year annual budget is prepared well in advance as per the needs and requirements of the various departments. It is approved in the CDC. It incorporates budgets of academic department, Library and sports. As per

budget HOD proceed with the planned activities.

- **Purchase Committee:** The committee considers requirements from all the departments, invites quotations, prepares comparative statements, negotiates with suppliers and then purchase order is executed.
- **Accounts and Audit:** The funds received are properly unutilized .The accounts maintained and audited by the CA appointed by the institute.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

IQAC has contributed significantly for institutionalizing the quality assurance strategies and processes.

The Two examples of institutional initiatives are:

1. Cultural activities
2. Promotion of Research.

Cultural Activities

Our institute give space to the artistic talents of the students and develop their personality. For this purpose various cultural activities are organized. During the academic year 2020-2021 Shivaji University organized online youth festival. In this youth festival our Institute students were participated in eight different art forms.

- 'Pause' one act play was presented by the students on 29th January 2021.
- Students from our Institute participated in the elocation competition.
- Online essay writing competition on the life and work of Swami-Vivekananda was organized.
- Our institute has celebrated National Day and Birth Anniversary of National leader's and social reformers.

Promotion of Research

IQAC plays an important role inculcating research culture in the Institute. During 2020-21. Two faculty members have been awarded Ph. D. Three faculty members are recognized research supervisors and 3 research scholars have completed Ph. D. under their guidance. The faculty members have published research papers in various International, National and UGC care listed journals.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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 its teaching learning process, structures and 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 IQAC periodically reviews teaching learning process and suggests up gradation in infrastructure, requisite IT support and equipments. Teaching process is carried out as per the academic calendar and teaching plan made at the beginning of academic year. The Principal, HOD's of the departments take periodic review of teaching learning and evaluation practices implemented by faculty members.
- The examinations of first year of all faculties (Arts, Commerce, Science, BBA, BCA, BCS) are carried out and evaluated online at Institute level. The results are analyzed.

USE OF ICT IN TEACHING - LEARNING

- During covid-19 pandemic period teaching learning has been supposed by virtual platforms. Online teaching tools are used for video lectures, sharing study materials. ICT methods used for effective teaching learning are Zoom App, You-Tube, Google form, Google meet, Google classroom Hangout, Techmint etc.

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	Nil
Upload e-copies of the accreditations and certifications	View File
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

Our institute implements various initiatives and programs to give equal status & opportunities to the students.

1. SAFETY & SECURITY

- A security Guard is available 24*7 across the campus.
- Campus in under CCTV surveillance.
- Entry for students without college Identity card is prohibited.
- Complaint Box.

2. Counseling Cell

A counseling cell has been set up in the college to provide counseling on personal & psychosocial problems.

3. Common Room

College has a separate common room for girls.

4. Any other relevant information

- Admissions are given according to UGC, Shivaji University and Government of Maharashtra rules.
- There is no discrimination by religion, Caste, Gender, Disability in admission process.
- Various committees such as Sexual Harassment Committee, student Development Committee and Anti Ragging Committee.

Following committees are established in the college as per the guidelines of Maharashtra University Act for the effective implementation of academic activities such as Personality development, gender equality, women empowerment, grievance redressal and cleanliness of college premise.

File Description	Documents
Annual gender sensitization action plan	https://www.shivraj.edu.in/files/agar-2020-21/7.1.1-Gender-Sensitization-Plan-2020-2021.pdf
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	https://www.shivraj.edu.in/files/agar-2020-21/7.1.1-geeotage-photo-final.pdf

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

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
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

To maintain clean and green campus has been the top agenda of our institute. College has a green campus and gives priority to keep the campus clean and eco friendly. The solid waste management is classified as degradable and non degradable wastes. For the degradable solid waste management we have open composting and Vermi composting unit. Solid waste is collected in dustbins kept at several places. The leaf litter, twigs of the plants used for practical in Botany department are collected and subjected to composting. Vermicompost is harvested and used for plants as manure in campus garden. Non degradable waste contains building debris, plastic, glass, metal scrap etc. Recyclable plastic, glass waste, metal scrap is sold to scrap merchant and Building debris is used for land filling in the campus.

- Solid waste management - Yes
- Liquid waste management - Yes
- Biomedical waste management - No
- E-waste management- E-waste generated is collected and stored in the store room. All collected waste has been sold to authorized vender.
- Waste recycling system - Yes
- Hazardous chemicals and radioactive waste management - No radioactive waset is genrated in the campus.

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	View File

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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:

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
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

A. Any 4 or all of the above

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
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).

The institute has adopted a policy for achieving educational goals by creating equality in diversity and integration in diverse society

which based on region, caste, gender differently abled, financial and geographical areas . Institute runs professional and vocational course along with traditional courses.

- Institute provides guidance regarding scholarship such as reservation and merit scholarship through the scholarship guidance committee.
- Anniversaries of reknown perponatitio have been celebrated to mention cultural, political, linguistic and regional lorotherhood. It inculcates unity and inclusive environment amongst the stakeholders.
- For linguistic enrichment, language, Departments organize various activities like Marathi Bhasha Din, Hindi Divas, Marathi Bhasha Pandharwada, English language day etc.
- NSS and NCC unit takes various initiatives in contributing to the youth in communal harmony and nation building by celebrating Swachh Bharat Abhiyan, Sampradayik Sadbhavana Din, Digital India Abhiyan, Blood Donation Camp, Legal Awareness campaign etc.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

The institute sensitizes the student and employee regarding constitutional obligation Values, Rights, Duties and responsibilities of citizenship. During academic year 2020-21, institute organizes various activities though-out the year.

- Celebrated 'Constitution Day' on 26th November 2020.
- A street play was conducted on 26th November 2020.
- A webinar on 'Human Rights' were organized on 10th July 2021.
- Voter Awareness program on 25th January, 2021.
- Lecture series for Economic literacy from 15th July 2021 to 20th July 2021.
- Blood Donation camp on 23rd March 2021.
- An oath of corruption free campus on 27th October 2020.
- An oath of Tobacco free campus on 24th March 2021.
- A lecture on Road safety on 12th February 2021.

- A Rally regarding 'Swachha Sankalp Desh Mohim.' on 22nd August 2021.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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

A. All 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	View File
Any other relevant information	No File Uploaded

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

National Festivals and birth/death anniversaries of the great Indian personalities are celebrated.

National Festivals

- Mahatma Gandhi Birth Anniversary on 2nd October 2020
- Vachan Prerana Diwas is celebrated 15th October 2020 .
- National Integration Day-31st October 2020
- Constitution Day on 26th November 2020

- National Science Day 28th February 2021.
- Republic Day on 26th January 2021
- Maharashtra Din on on 1st May 2021
- International Yoga Day 26th June 2021
- Independence Day on 15th August 2021

- Celebration of Birth/Death Anniversary of Great Indian Personalities.
- AIDs Day - 1st Dec 2020
- Savitribai Phule Birth Anniversary is celebrated on 3rd January 2021.
- Jijau Birth Anniversary and Vivekanand Jayanti is celebrated on 12th January 2021.
- National Voters Day - 25th Jan.2021
- Chhatrapati Shivaji Maharaj Birth Anniversary is celebrated on 19th February.
- Marathi Bhasha Gaurav Din on 27th Feb. 2021 was celebrated.
- World Women's day is celebrated on 8th March 2021
- Birth Anniversary of Mahatma Jyotirao Phule, a social reformer from Maharashtra is celebrated on 11th April 2021
- Birth Anniversary of Bharatratna Dr. Babasaheb Ambedkar is celebrated on 14th April 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	View File
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 -

- Title of the practice

"Beekeeping and its management strategies in college campus"

Best Practice - 2

• **Title of the Practice**

"One week orientation Programme in instrumental practical physics for fresh B.Sc students"

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

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

Green Campus

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

7.3.2 - Plan of action for the next academic year

Plan of action for the next academic year

- To organise seminar, webinar, workshops and conferences in the institute.
- To conduct faculty exchange and student exchange programmes.
- To organise various Quizzes, Competitions, Poster presentations in the institute.
- To arrange Industrial visits, Field visits as per the curriculum prescribed by the university.
- To organise Job fair and Placement camps to final year students.
- To start new courses in the institute.
- To participate andorganisein the State, National and International Sports Competitions.
- To sign MOU'S withvarious Industries and Educational institutes.
- To Promote faculty and Studnets for Research .
- To arrange various Cultural Programmes in the institute.