YEARLY STATUS REPORT - 2021-2022

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.) SAMBHAJI MARUTI KADAM
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02327222307
• Mobile No:	9421975791
• Registered e-mail	shivrajcollege64@gmail.com
• Alternate e-mail	smkadam62@gmail.com
• Address	VADARAGE ROAD, GADHINGLAJ
• City/Town	GADHINGLAJ, DIST - KOLHAPUR
• 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. KISHOR JALINDAR ADATE**
• Phone No.	**02327222307**
• Alternate phone No.	**02327222333**
• 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-2020-21.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/uploads/academic_calendar/Academic-Calender-2021-22.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	5	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

Staff / Faculty were encouraged to publish research articles with UGC recognized peer revived Journal
All the departments and Staff members are motivated to participate and organize workshop, Seminar and conferences on current issues.
Suggestions made for the improvement in the infrastructure as per the requirement.
As per the regional needs the proposals for new courses.
Participation in the International and National 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
To organise seminar, webinar, workshops and conferences in the institute.	College has organized 5 workshop on different themes.
To conduct faculty exchange and student exchange programmes.	College has MoU with different educational institute for faculty and student exchange. Total 4 activities are organized during the year.
To organise various Quizzes, Competitions, Poster	All the departments arranged poster presentations on

presentations in the institute.	different subjects.
To arrange Industrial visits, Field visits as per the curriculum prescribed by the university.	For experiential learning all the departments organized field visits and industrial visits as per requirement.
To organise Job fair and Placement camps to final year students.	College organized placement camp. Total 47 student placed through Campus.
To start new courses in the institute.	According to need of student college has submitted proposals for new courses like M.Sc. Microbiology, B.Com. Mathematics, B.Sc. Sericulture, B.A. Defense.
To participate and organise in the State, National and International Sports Competitions.	During Academic year 2021-22 institute organized Inter zonal Mallakhamb, and Fencing Sports Competition. Total 109 students participated in different sports competition organized at various level.
To sign MOU'S with various Industries and Educational institutes.	During 2021-22 institute signed 5 MoUs with reputed institutes.
To Promote faculty and Students for Research .	Institute promotes students and faculty for research. As a result our teaching faculty published 26 research paper in different Journals. Aprat from this students also present research paper in avishakar.
To arrange various Cultural Programmes in the institute.	More than 50 cultural program, activities are arranged during this academic year.

13.Whether the AQAR was placed before statutory body?	**Yes**

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	03/10/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	10/02/2022

15.Multidisciplinary / interdisciplinary

The Institution is affiliated to Shivaji University, Kolhapur. The University adopted the CBCS pattern from 2017-18. As per the CBCS pattern, the university offers several self learning and value based non CGPA courses of interdisciplinary nature. 'Democracy, Elections and Good Governance' and 'Personality Development' are the non credit courses for First year students of all disciplines. 'Environmental studies' for second year students and 'Indian Constitution' as well as 'Interview and Presentation skills' are non credit courses for final year's students of all disciplines. Our University is likely to implement NEP 2020 and will offer multidisciplinary courses. As per the regulations and guidelines of university we will follow the same.

16.Academic bank of credits (ABC):

As per the National Education Policy 2020, the Academic Bank of Credit (ABC) is going to implement by the university to facilitate academic mobility of students. Our institute also adopting the policy guidelines for the appropriate credit transfer.

The Institute has been following the pattern of CBCS adopted by the university. The university has informed the institute about the necessary action for implementation of ABC. The faculties of our institute instructed the stakeholders regarding the same. The University is likely to conduct the workshop/ seminar for implementation of ABC. The institute appointed a faculty member as Nodal officer for the execution of guidelines given by the university.

17.Skill development:

The institute has adopted a policy to run skill development programmes for the overall development to mitigate the requirement of 21st century skills in the society. Our institute was running

Career Oriented Courses like Maintenance of Electrical and Electronic Appliances, Medical Laboratory Technician and English communication and personality. These skill based courses were successfully completed during the last five years. Department of commerce organized the tally course as a skill development programme in collaboration with Jyoti computers, Kolhapur. Our institute has completed the following skill development programmes.

1. Banking Finance and Insurance
2. Business Process Outsourcing
3. Python Programming.

We are also interested in developing new skill development programmes for the upcoming years.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The institute actively engaged in spreading the rich heritage of our country and traditional knowledge in the fields of arts, literature and culture. We adopted three language systems for running the programmes of UG and PG. We use English as an international language, Hindi as the national language and Marathi as a state / regional language in our curriculum. We specialize in Marathi, Hindi and English literature. All the Humanity subjects are taught in bilingual mode i.e Marathi and English. To preserve and spread Indian culture and tradition we organized various activities such as traditional day celebrations, Mehandi, Rangoli, Dance, Singing, Zimma fugadi and Various festivals and Marathi Bhasha Savardhan etc. We inculcate Indian culture and values through the participation of students in university level youth festivals.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Our institute has adopted the CBCS pattern of Shivaji University, Kolhapur since 2013-14 for PG and 2016-17 for UG Course. As per CBCS guidelines, the university reconstructed the syllabi of all the programmes. In restructured programmes university included the outcomes in the form of objectives of the courses and programmes. We discuss with the student regarding the course and program outcomes at the end of the academic year. We verify these outcomes by various attainment methods

20.Distance education/online education:

Distance education, or distance learning, is a field of education that focuses on pedagogy, technology, and learning systems that aim to provide education to students who are not physically present at

site. The Distance Education system came into existence with the objective of bringing students who are far away from the education, students who are employed, women who are housewives or students who are employed in the Indian Army who are not able to pursue traditional education.

This education system allows such students to find convenient time to study without interfering with their already busy schedule. One can study after work, in the middle of the night or during weekends. Learning materials and instruction can actually be obtained online at any time.

Realizing the need of the time, our institution also started M.B.A. study center through Yashwantrao Chavan Open University, Nasik since 2005 and distance education study center of Shivaji University since 2014. Undergraduate and postgraduate education is provided to the students of B.A., B.Com. M.A., M.Com. through this study center.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**225**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**4000**

File Description	Documents
Data Template	[View File](#)

2.2	**3488**

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 Number of outgoing/ final year students during the year	**1060**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**23**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**50**

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)	**762.27576**
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 09 UG programs, 08 PG programs along with 02 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 faculty of the concerned departments.
- The Time Table committee collects the workload from Department Heads and prepares the Time Table.
- Faculty of all departments prepare 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. 48 Journals are subscribed by the 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 is regularly monitored by continuous internal evaluation such as seminars, project work, unit tests, internal examinations and 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 faculty may choose MCQ tests, test seminars, assignments, Viva and projects to evaluate the performance of the students periodically.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	NA

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	View File

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

17

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
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)

02

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

111

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

111

File Description	Documents
Any additional information	View File
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 various cross-cutting issues

- Environment and Sustainability

Environmental awareness is inculcated through the activities like Tree plantation, sparrow day, Eco friendly Vehicles, Cycle Rally,Plastic Hatao, Holi with environment friendly colours. Environmental study is a compulsory subject for second year students.While allocating the projects an attempt is to make them aware of cross-cutting issues related to the environment in the local area.

- Gender

Gender awareness and sensitization occurs in the curriculum of social sciences and humanities. The Institute ensures safe and secure environment for girls students through Discipline Committee, Sexual Harassment Prevention Committee, Internal Grievance Committee and activities like Woman Empowerment, Beti Bachao Abhiyan, Gender equality, Training for Self Defense , Workshop on women rights and Laws, Global Women's Day etc.

- Human Values

The Institute organized camps like Blood Donation, Blood Group Testing , National Integration, Corona free village, AIDS awareness programs, Human Rights Day, Mission Yuva Swasth Abhiyan, Voter awareness program, lecture on contribution of Indian freedom fighters, Respect to the families of Martyr soldiers to inculcate human values among the students.

- Professional Ethics

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The Institute organizes lectures on emotional
intelligence,professional ethics and code of conduct.
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File Description	Documents
Any additional information	View File
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

09

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
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

2024

File Description	Documents
Any additional information	View File
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	[View File](#)
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	[View File](#)
Any additional information(Upload)	[View File](#)

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	https://www.shivraj.edu.in/files/Feedback-Action-Taken-Report-2021-22.pdf

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

5306

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

588

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

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 basis of the marks obtained in the previous year examination. The interaction of faculty with the students in the classroom helps to identify slow and advanced learners.

Policy Guidelines for Advanced learners

- **The institute encourages them to participate in State, University, National and International level Conferences.**
- **Final year students are involved in research projects.**
- **Motivates the advanced learners to strive for higher goals and provides additional inputs for better career planning by offering special coaching for higher level competitive examinations.**
- **The special facilities are made available like libraries, computers and internet, 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 conducts extra classes for the difficult**

subjects.
- **Special attention is given to the students 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
4000	**95**

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 level 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.

2-Field Visit

Departments arrange field visits to educationally important areas.

3-Industrial Visit

The Department plans and organizes the industrial visits.

4-Guest lecturers

Departments organize Guest Lectures of eminent experts.

Participative Learning

1-Group discussion and debates

In order toimprove 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

NCC and NSS Department organize. activities like village adoption, Tree Plantation, Swachh Bharat Mission.

4-Group Work

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

Problem solving methodology

1-Case Studies

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

2- Quizzes

Quizzes are organized to develop logical reasoning and problem solving skills.

3-Research activities

Students are motivated to participate in the Research activities like participation in the Seminar, Workshop, Conferences and Publication work.

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 promotes the teaching learning process by using ICT tools. The Institute has access to vast e-learning resources. The Institute has regular subscribers and has been subscribing to NLIST from 2013. Teachers and students are registered on N-LIST having access to e-books and e-journals.

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 regular 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 YouTube channels and classroom. A WhatsApp group of every class and subject is formed for better communication. During the covid-19 pandemic, students were kept in constant contact through these aids.

The Institute has 5 LCD projectors setup in various classrooms. The LCD allows the faculty to interact with students in a better way. The Institute campus is Wi-Fi enabled so that teachers and students can freely access the internet.

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

95

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
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

95

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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

22

File Description	Documents
Any additional information	View File
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

713

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.

In the institute in order to upgrade student knowledge a system of continuous evaluation and monitoring is used. It reduced the gap between learning and evaluation among the students. 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 First and second year, various tools such as Home assignments, Unit tests, presentation skills, seminar and projects are conducted.

Internal examination marks of final year subjects are filled and submitted through the Online Portal of the University by the Login Id of the concerned subject teachers.

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 grievances . The institute has an Examination Grievances Committee. The committee looks into the matters regarding university and internal examinations.

- **At the beginning of the academic year the institute prepares a tentative schedule of internal examination and is displayed and communicated with 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 examination.
> - Committee. Firstly the grievances are tried to solve at Departmental level and then it is forwarded to the Examination Grievances Committee.
> - The committee discusses all the grievances and communicates with the concerned student. All the grievances are sorted out in stipulated time.

File Description	Documents
Any additional information	[View File]()
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 multi undergraduate programmes very successfully viz B. A., B.Com., B.Sc., B.Sc. (CS) Entire, B.B.A., B.C.A., B.Sc. (Animation), B.Sc. (Food Science), B.Com (Information Technology) 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 prepares 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	View File
Paste link for Additional information	https://www.shivraj.edu.in/pos-psos-cos
Upload COs for all courses (exemplars from Glossary)	View File

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 internal 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 classtest , 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 in which the overall program is analyzed and corrective measures are proposed.

File Description	Documents
Upload any additional information	View File
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

2242

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

2.7 - Student Satisfaction Survey

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

https://www.shivraj.edu.in/files/Student-Satisfactory-Surcey-2021-22.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)

10000

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
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

10000

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
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

5

File Description	Documents
Report of the event	View File
Any additional information	View File
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

26

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

17

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

The institute organizes numbers of activities through the NSS, NCC units, various committees and departments of the institute in the neighborhood community aiming for holistic development of students.

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, Sadbhavana oath, Anti corruption oath, Fit India Abhiyan and Human Rights day etc.

As per the directions of the government of India this year we are celebrating the Azadi Ka Amruta Mahotsav from 15th August 2021 to 26th January 2022. to participate in this programme the institute planned to organize various activities to sensitize national integrity. Total 41 activities were carried out.

Our institute is leading 13 college clusters from the last three years. Through this lead college cluster different programmes, activities are conducted, monitored by our institute.

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

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

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

5

File Description	Documents
Any additional information	View File
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

31

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
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

3006

File Description	Documents
Report of the event	View File
Any additional information	View File
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

9

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	View File

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

13

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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 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 libraries, laboratories and language lab. All the buildings are surrounded by open and green spaces.
- 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, Language Lab, Ladies hostel, Ladies room, Staff room, Canteen, Cafeteria, Reading room, Cultural hall, Gymkhana, Playground, Garden, Open air theater etc.
- ICT Facility: The institute has 190 computers connected with LAN. Campus has a WI-FI facility. For effective functioning and maintenance of laboratories, Lab assistants and Lab attendants are appointed.
- 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	[NIL](#)

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 participation in different events in youth festivals organized by Shivaji University Kolhapur by

talent hunting. An adequate number of mikes, speakers, amplifiers along with digital video cameras are made available in the Institute. Cultural hall is used for practicing cultural activities. Open stage along with a conference hall is also made available for practice.

- The Institute provides adequate facilities for sports, open ground for outdoor games with separate gymnasiums 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, Powerlifting , 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 etc. 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	[View File](#)
Paste link for additional information	[NIL](#)
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

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

12.37897

File Description	Documents
Upload any additional information	View File
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 fully automated with ISO Certified integrated library management software SLIM 21 (Version 3.8.0.20922) developed by Algorithms Consultants Pvt. Ltd. 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.

ACQUISITION module is used to prepare the acquisition list and budget. The data from this module is utilized at the time of cataloguing the book.

CATALOGUING module used to prepare main entry of the physical books, its classification number and all the bibliographic details. All the access points in the catalogue module are useful for the search of the book in the OPAC.

CIRCULATION module is useful to circulate the books. Barcode for book and user are prepared from this module. Using barcode we can issue-return book easily.

SERIALS module is useful for managing the periodicals subscribed in the library.

WEBOPAC is available on http://103.132.1.125/w27 by which any one

can search resources by title, author, subject. 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-books Databases Remote access toe-resources	A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
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)

2.22103

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
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

119

File Description	Documents
Any additional information	View File
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 PowerPoint 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 a private internet connection with speed of 100 mbps bandwidth. 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	View File
Paste link for additional information	NIL

4.3.2 - Number of Computers

158

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

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)

15.96162

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
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: The repairing and maintenance of sophisticated laboratory equipment 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 biodegradable chemical/chemical and e-waste.**
- **Library: The acquisition of reading material is done by**

- collecting a 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 a 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 the 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 of.
- Classrooms: The maintenance of all classrooms is on a routine basis.
- The Technicians, Plumbers, Electricians, Carpenters are deputed by the institute for the maintenance of classrooms and other related infrastructure.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	[https://www.shivraj.edu.in/naac/Procedures_and_policies.pdf]()

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

711

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

1

File Description	Documents
Upload any additional information	View File
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

2000

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

2000

File Description	Documents
Any additional information	View File
Number of students benefited 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	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

45

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

59

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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

3

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.

18

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
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)

Administration

For better academic planning and delivery, the institute encourages the students to participate in various administrative bodies like IQAC, CDC, NCC,NSS, Student Welfare and anti ragging committee.

Co- Curricular Activities

For better curriculum delivery the institute encourages students to organize and participate in curricular and co- curricular activities like seminars, group discussion, Study tour etc. The Students also represented the institute in the youth festival and won the second and third prize in spot photography, Rangoli and western Instrumental vocal respectively. The Institute also represents the institute in sports at various Zonal, State, National and International level. Students also represent and participate in cultural activities like welcome farewell.

Extra Curricular

- **Our student Mr. Sourabh Patil established an NGO'Helping Hands Youth Circle'. With the help of this NGO, he works for the betterment of rural women. Activities like NSS Camp at adopted village Koulage, Blood Donation Camp etc. are organized and students represented and participated in these activities. Our student Miss. Rutuja Sutar participated in state level Essay competition on ' Anti Dowry Movement Bombay and won the incentive reward**

- **NCC students participated in Trekking Camp at Mochemad, Tree plantation at Bahirewadi.**
- **Our students also participate in lead college workshops.**

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

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

19

File Description	Documents
Report of the event	View File
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

No Registred Alumni Assocation

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	View File

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

Giving higher education to the students and preparing them to build a 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 in Maharashtra, Karnataka, Goa, Konkan border areas to change their minds with newly advanced socio-economic knowledge and technology.

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

GOVERNANCE

- Our institute follows a democratic and participtory mode of governance with all stakeholders.
- The institution promotes the culture of participative management.
- Our institute always tries to offer new programs as per the regional and time need.
- Our institute follows rules and regulations of Shivaji University Kolhapur and Government of Maharashtra for admission process. All the admissions are confirmed without any discrimination on the basis of caste, religion and gender.
- Our institute conducts number of cultural programs through NSS

and NCC.

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

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

- **The Institutional management is participatory and decentralized.**
- **The effective leadership comprises the Principal, IQAC, coordinators of Arts, Commerce and Science streams, the HOD's of all departments, heads of curricular and co-curricular committees leads collectively for establishing a conducive academic atmosphere in the institute.**
- **IQAC designs overall quality parameters for institutional excellence. The Principal guides the HOD's and Chairperson of statutory bodies for effective implementation of the same.**
- **In addition to the bodies like CDC, IQAC, there are 60 plus 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.**
- **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.**
- **According to Maharashtra University Act 2016 the governance of the college is done through the CDC consists of representatives of management, teaching staff, administrative staff, community and students.**

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

The perspective plans envision the accretion of infrastructure corresponding with the potential increases in student intake and courses. One of the significant factors of this prospective plan is to provide an improved virtual platform academic and support facilities for the students. The Institute endeavors are challenging for the overall development of the students and the institute.

Perspective plan of 2020-21 effectively deployed in the year 2021-2022

Our institution is always proactive in the field of education. Realizing the need of the time, the institute has started many new programs. Many students of the college are working in high positions in the country and abroad. During COVID-19 Pandemic the IT sector is the only sector that remains unaffected. Recognizing the need of the hour, our institute submitted proposals to the government for B.Com IT, B.Sc. (Animation) and B.Sc.(Food Science) in 2020-21 and got approval from the government to run from 2021-22. After the government approval, our college started the functioning of these new programs.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
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 functional organization of college is divided into two parts i.e. Academic and Administrative.

Governing Body - The governing body is a college decision making body. It consists of the President, Vice President, Secretary, Directors of institute who are nominated by members of the institute.

Administrative setup- The administration of the institution involves active participation of the CDC, IQAC, Principal, Coordinators of faculty, Head of the departments, teaching and non teaching staff. The management committee formulates the policy decisions like admission of students, recruitment of staff, infrastructure, learning and financial management. The Principal in consultation with the IQAC, Coordinators of faculty, Head of the departments and coordinators take administrative decisions necessary for the effective functioning of the institute.

Service Rules

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

Procedures for the Recruitment

- Permanent posts (Grant-in-aid) are recruited as per the norms of the UGC, Government of Maharashtra and Shivaji University.
- The Management recruits temporary posts (Non-Grant) as per the norms of the UGC and university.

Procedures for the Promotion

- Promotion to the faculty is given according to the guidelines of UGC, the Government of Maharashtra and Shivaji University.

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	A. All of the above

Examination

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
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 welfare measures are available for teaching and non-teaching staff in our institute.

- **Institution grants leave for Faculty Development Programme (FDP), Refresher course, Orientation Programme, short term course, Workshops, Seminars, Conferences etc.**
- **Group insurance scheme is implemented.**
- **Maternity leave is granted for female employees.**
- **L.T.C. is granted for senior college administrative staff.**
- **Availability of canteen facility.**
- **Casual leave, compensation and Medical leave are provided to staff.**
- **WI-FI facility.**
- **As per government provision, provident fund scheme is applied to staff.**
- **New pension scheme (NPS)/ DCPS is applied to the staff who are appointed after Nov. 2005.**
- **Gym facilities and sports instruments are made available to staff.**
- **With the help of our institution, a loan facility has been made available for teaching and non teaching staff from Shiv-Shahu teaching and non teaching employees credit society, Gadhinglaj. The college has also provided the facility of loan deduction from salary. This credit society provides long term, medium term, short term, emergency loan. In the year 2021-22 Mr. R.A. Jadhav (Asst. Librarian) is the chairman and Dr. Annasaheb Hardare is a Director of this credit society from our institute.**

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

6

File Description	Documents
Upload any additional information	View File
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

01

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
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

8

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
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 feature of the institution's performance appraisal system for teaching and non-teaching staff is as follows.

Teaching staff

- Teacher's performance is assessed through ASAR.
- The placements are given through API and ASAR score of teacher 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 the senior faculty member. Same is verified by the Department Head, finally it is sent to the IQAC Co-ordinator.
- After completion of all the above procedures, it is referred to the expert committee (screening-cum-selection committee) of the university

Non-Teaching staff

- Confidential Reports (CR) of administrative staff are also checked through APA (Annual Performance Appraisal)
- Anualperformance of Non-Teaching staff 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 rank from the annual confidential report of the administrative staff.

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

Audit describes the examination and verification of financial records. It is to ensure that financial information is represented fairly and accurately. Our Institute conducts external and internal audits regularly. The government also conducts Government audits by Govt. Auditor and Joint Director of higher education, Kolhapur.

- Internal Audit – Internal audit conducted two times in a year for each term. It is conducted by the Director of our Institution.
- External Audit – This audit is conducted by C.A. Bhumkar and 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. Last it was 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)

00

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
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 committees of institutions explore funding schemes of various agencies like UGC, RUSA and DST. The institute and faculty apply for various development schemes announced by these funding agencies. The main source of funds is the fee received from the students at the time of admission. Institution follows the rules and regulations of Govt. of Maharashtra and Shivaji University Kolhapur. Tuition fees, development fees, contribution from students, salary grant, lab fee, gymkhana fee etc. remain basic and major source of funding to the institution.

Optimal Utilization of Resources:

- **Institute Budget: A budget is prepared every year and every possible effort is made to adhere to the budget. It is approved by the CDC. It incorporates the budget of the academic department, Library and sports.**
- **Purchase committee: All purchases are made after inviting quotations, statements, negotiations with suppliers and then purchase order is executed.**

Accounts and Audit: The funds received are properly utilized. The accounts maintained and audited by CA appointed by the institution. Internal check system is applied by verifying each and every transaction by accountant, Registrar and Principal, which ensures transparency in financial resource management.

File Description	Documents
Paste link for additional information	[NIL](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 to institutionalizing the quality assurance strategies and processes.

The two examples of institutional initiatives are

1. Promotion of Research Culture in the College
2. Cultural Activities

Example 1: Promotion of Research Culture in the College

IQAC takes effort to inculcate research culture in the college. IQAC recommended to establish Research Committee for the promotion of research. IQAC encourages teachers and students to participate in research activities. Faculty members have been encouraged to pursue their Ph. D. work. Adequate infrastructural support such as library, laboratory etc. are provided for research work.

Due to the efforts taken by the IQAC in the academic year 2021-22

- Five faculty members are recognizedas Research Guides in different subjects.
- Four research scholars are pursuing their research work.
- The faculty members have published 25 research papers in the Journal.

Example 2: Cultural Activities

Our institute provides opportunities to the students to participate in various cultural activities to develop their personality.

- Participation of students in Youth festival.
- Participation of students in 'Essay Competition'.
- Organized a 'Sur-Sumnanjali' program in the memory of Late Lata Mangeshkar.

- **Celebration of Birth and Death anniversaries of national leaders and social Reformers.**

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 as per norms and recorded incremental improvement in various activities. Teaching-learning process is carried out as per academic calendar. The teaching plans are made at the beginning of the academic year. Academic Calendar is displayed, circulated in the institute and strictly followed. IQAC encourages the formation of a student centric environment by following the feedback from the students, Parents, Alumni and Employer. The institute applies various student centric methods such as classroom seminars, field visits, group discussion, etc.

USE OF ICT IN TEACHING-LEARNING

As per the expectations of NAAC the institute has introduced ICT enabled technology in teaching-learning process. To achieve this goal, the IQAC has taken the following efforts to improve these facilities in the institute.

- **Internet and WI-FI facilities are made available.**
- **LCD Projectors were installed in laboratories & classrooms.**
- **Digital classrooms and laboratories are made available in the institute.**
- **Online lectures- Online teaching tools are used for video lectures and sharing study material. ICT methods used by faculties for effective teaching learning are Zoom APP, You-Tube, Google meet, Google Classroom etc.**

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

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)	**B. Any 3 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 has taken various initiatives and activities to give equal status & opportunities to the students. No discrimination is done on the basis of religion, Caste, Gender, Disability in admission process. Various committees such as Sexual Harassment Prevention Committee, Student Development Cell and Anti Ragging Committee are actively working and monitoring the day today activities.

Safety & security: for safety and Security of students following things have been implemented

1. A security Guard is available for 24*7 in the campus.
2. Campus is under CCTV surveillance.
3. Entry for students without a college Identity card is prohibited.
4. Complaint / suggestion box is set in the campus.

Counseling Cell

A counseling cell has been established in the college to provide counseling on personal & psychosocial problems of the students.

Common Room

College has a separate common room for girls.

In order to create gender equality amongst the students, following days were celebrated during the year

- **World Human Rights Day - (10th December 2021)**
- **MinorityDay - (18th December 2021)**
- **Savitribai Phule Jayanti - (03rdJanuary 2022)**
- **World Women's day - (8th March 2022)**

File Description	Documents
Annual gender sensitization action plan	https://www.shivraj.edu.in/files/aqar-2021-22/7.1.1-Measures-initiated-by-the-Institution-for-the%20promotion-of-gender-equity-during-the-year.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/aqar-2021-22/7.1.1-Specific-Facilities-provided-for-women.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	View File

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 an eco-friendly campus is the prime priority of our institute. The solid waste management is classified as degradable and non degradable wastes. For the degradable solid waste management, we have an open Composting and Vermicomposting unit. Solid waste is collected in dustbins kept at several places. The leaf litter, twigs of the plants used for practical use in the Botany department are collected and subjected to composting. Vermicompost is harvested and used for plants as manure in campus gardens. Non degradable waste contains building debris, plastic, glass, metal scrap etc. Recyclable plastic, glass waste, metal scrap is sold to scrap merchants and Building debris is used for land filling in the campus. All Paper (Raddi) waste is also given to paper scrap dealers.

- **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 vendors.**
- **Waste recycling system - Yes**
- **Hazardous chemicals and radioactive waste management - No**

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://www.shivraj.edu.in/files/aqar-2021-2 2/7.1.3Geotage-Photo.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available	A. Any 4 or all of the above

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

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

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	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
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	View File
Any other relevant information	View File

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).

Our Institute always puts effort into creating harmony between society and culture to reduce inequality. The institute organized the following activities in the academic year 2021-22. For the conservation and preservation of culture, the institute organized various cultural activities. On the occasion of `` Kojagiri Purnima"

the institute encourages the students to perform different art forms like Folkart, Drama etc in the program ' Rhythm -21'. In 'Ganesh festival' the institute organized Zimma Fugadi and Singing competition. The cultural activities also performed at the time of Welcome Function ,Traditional days and Annual meet etc.

The institute organized Marathi Bhasha Din, Marathi Bhasha Pandravadha. The institute also organizes a webinar on 'Adivasi Sahitya, Sanskruti ani Samaj'.

The institute accepted the policy of admission to all for economically backward students. The Institute helps and gives concessions to students in fees and other things. The Institute provides 'Book – Bank facility to the toppers, hardworking and SC/ST/OBC students. Scholarship committee guides and encourages the students to apply for the scholarships.The Institute organized different activities and guest lectures on Gender equality and awareness. The institute organized 'Sadbhavana Rally' on the occasion of Maharashtra Din.

The Institutecares towards the students coming from Karnataka.

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 students and employees regarding constitutional obligation Values, Rights, Duties and responsibilities of citizenship. During the academic year 2021 -2022, Institute organized various activities through-out the year.

- Constitution Day was celebrated on 26th Nov.2021. On this occasion, a Street Play and Poster Presentation were organized.
- World Human Right Day celebrated on 10th December 2021.
- 'Minority Day' celebrated on 12th December 2021.
- National Voter Day (Voter Awareness program) celebrated on 25th January, 2022
- Shahid Din (Blood Donation camp) organized on 23rd March 2022

- **An oath of 'Corruption Free Campus' given on 01st May 2022.**
- **Organized 'Sadbhavana Rally on 01st May 2022.**
- **A lecture on 'Legal Awareness'conducted on 25th October 2021**
- **A Rally regarding 'Swachha Sankalp Desh Mohim' organized on 12th March 2021**
- **Under- Graduate curriculum included Democracy, Election and Good governance, Indian Constitution, Human Rights, and Environmental studies.**
- **College mandatory committees like Anti Ragging Committee, Internal Complaints Committee, Anti Sexual Harassment committees are active and functioning.**

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	View File

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

In the academic year 2021-22 the Institute celebrated Birth and Death Anniversaries of National/International personalities as well as marking days of significance for various subjects and fields.

- ·National Festivals - 15th August Independence Day, 26th January Republic Day and 2nd October Mahatma Gandhi Jayanti, these national festivals are celebrated.
- Birth Anniversary and Memorial Day of social reformers – The birth anniversary and memorial day of Savitaribai Phule, Karmveer Vitthal Ramji Shinde, Sant Tukadoji Maharaj, Sant Sevalal Maharaj, Dr. Babasaheb Ambedkar, Chh. Shahu Maharaj, Yasvantrao Chavan, Karmaveer Bahurao Patil, Pandit Javaharlal Neharu were celebrated by organizing guest lecturers of various dignitaries.
- Birth Anniversary of freedom fighters - Subhash Chandra Bose, Sardar Vallabhbhai Patel, Umaji Naik are celebrated.
- Birth Anniversary of Scientist - Birth Anniversary of Jagdish Chandra Bose, Dr.A.P.J Abdul Kalam, C.V.Raman, Vikram Sarabhai, Ramanajan, Sir Vishveshwarya, Homi Bhabha etc. were celebrated by the science faculties.
- Various Days – Days like Science Day, Martyr's Day, National Integration Day, Sadbhavana Din, Kranti Din etc were celebrated by the institute.
- Literary Jubilee - The literary jubilee of writers like Kusumagraj, Annabhau Sathe, Shakespeare, Munashi Premchand, V.D. Karandikar etc were celebrated by Language Deparments.

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	View File

7.2 - Best Practices

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

Best Practice - I

Title of the Practice

"Chem. Quiz: Multiple Choice Competitive Examinationfor Chemistry

Students."

Best Practice - II

Title of the Practice

"Financial Literacy and Education"

(Details is attaached in website)

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	[View File](#)

7.3 - Institutional Distinctiveness

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

- **Our institute was established in 1964 to fulfill the need of education in Gadhinglaj,Ajara, Chandgad and Maharashtra Karnataka border area. In the beginning, the institute commenced the traditional courses such as BA and B.Com. As per the need of time and region, the institute started B. Sc Program in 1983. In the year 1999-2000 the institute added post graduate departments in the campus with PG courses like M.A. Marathi , Hindi , English in 2004 , M.A. Economics, and M.Com, M.A. Sociology and M. Sc (Computer Science) in 2016 and M. Sc (Organic Chemistry) in 2017.**
- **In the era of Liberalization, Globalization and Privatization and need of professional education increased , so the institute started professional courses like B.C.S, B.B.A, B.C.A, along with traditional courses. In 2021-22, the institute started new and advanced courses like B .Sc (Animation) B. Sc (Food Science) and B Com (I.T).**
- **Along with the regular programs, the institute also runs the programs like BA, B.Com,M.A. and M.Com of Distance Education of Shivaji University, Kolhapur and MBA of YCMOU.**
- **To fulfill the need of research scholars in the region, the institute has facilitated the guidance of M. Phil and Ph. D for Physics and Chemistry.**

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Plan of action for the academic year 2022-2023 is as follows

- To promote faculty and students for research.
- To organize seminars, workshops, webinars and conferences.
- To organizeSports Competition (State and National)
- To initiate steps to implement New Education Policy 2020 effectively.
- To participate in various workshops and seminars for the effective implementation of NEP 2020.
- To organise activities through MOU's.
- To organize faculty and student exchange programmes.
- To organize various cultural programmes.
- To conduct various activities of MSFDA.
- To promote the students to participate in SWAYAM, MOOC courses.
- To start multidisciplinary courses.