

NAAC ACCREDITED 'B'



SMT. RADHABAI SARDA
ARTS, COMMERCE AND SCIENCE COLLEGE
Anjangaon Surji, Dist. Amravati (M.S.) 444705

The Annual Quality Assurance Report
(AQAR) of IQAC

2017-18

Submitted to

National Assessment and Accreditation Council
(NAAC)

For Information & Acknowledgement

Dr Bashisth Choubey

Principal

FOREWORD

It's a matter of pleasure to submit to NAAC this Annual Quality Assurance Report (AQAR) of the IQAC of the College. The Post-Accreditation period made us more dynamic and sensible about our duties and responsibilities. As a result, the activities during academic year **2017-18** have been more constructive, academically focused and motive based. We hope you will acknowledge and appreciate our endeavour. We assure you of a better fulfilment of our fervour and vision in future.

(M J Dagawal)
Co-ordinator, IQAC

(Dr Bashisth Choubey)
Chairperson, IQAC

INTERNAL QUALITY ASSURANCE CELL
(IQAC)

1. Chairperson	Dr Bashisth Choubey
2. Faculty Members	Dr B V Rathi Dr S A Jawanjal Shri S U Deshmukh Dr N U Saraf Dr S K Zilpe Shri I G Jadhav Dr J E Maldhure
3. Administrative Officer	Shri B L Mhasal
4. Member from the Management	Dr Amar R Sarada
5. Nominee from students	Ms Pratiksha N Raut
6. Nominee from Industrialist	Shri Abhay N Sarada
7. Nominee from Local Society	Shri Jagdish Sarada
8. Nominee from Stakeholders	Dr Madhusudan J Sarada
9. Nominee from Alumni	Shri Sudesh More
10. External Expert	Dr N A Tare
11. Co-ordinator	Shri M J Dagawal

Part – A

1. Details of the Institution

1.1 Name of the Institution

Smt Radhabai Sarda Arts,Commerce and Science College

1.2 Address Line 1

Daryapur Road , Anjangaon Surji

Address Line 2

Anjangaon Surji

City/Town

Dist. Amravati

State

Maharashtra

Pin Code

444705

Institution e-mail address

smtrscollege@gmail.com

Contact Nos.

9423853815

Name of the Head of the Institution:

Dr Bashisth Choubey

Tel. No. with STD Code:

07224-242010/242011

Mobile:

9423853815

Name of the IQAC Co-ordinator:

Shri M J Dagawal

Mobile:

9326827719

IQAC e-mail address:

iqacrscanjangaon@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MHCOGN 11044

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC|32|034 03 May 2004

1.5 Website address:

www.rscollege.ac.in

Web-link of the AQAR:

<http://www.rscollege.ac.in/AQAR2017-18.doc>

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details.

Sr. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	-	2004	5years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

01.03.2005

1.8 AQAR for the year (for example 2010-11)

2017-18

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

- i. AQAR __ 2016-2017----- (DD/MM/YYYY)
- ii. AQAR__-2015-2016 (DD/MM/YYYY)
- iii. AQAR__--2014-2015 (DD/MM/YYYY)
- iv. AQAR__--2013-2014 (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Under Graduate and Post Graduate

1.12 Name of the Affiliating University (for the Colleges)

SGB Amravati University,
Amravati

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University No

University with Potential for Excellence No

UGC-CPE No

DST Star Scheme	<input type="text" value="No"/>	UGC-CE	<input type="text" value="No"/>
UGC-Special Assistance Programme	<input type="text" value="No"/>	DST-FIST	<input type="text" value="No"/>
UGC-Innovative PG programmes	<input type="text" value="No"/>	Any other (<i>Specify</i>)	<input type="text" value="No"/>
UGC-COP Programmes	<input type="text" value="No"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="08"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="02"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="17"/>
2.10 No. of IQAC meetings held	<input type="text" value="05"/>

2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="10"/>	Faculty	<input type="text" value="4"/>
	Non-Teaching Staff	<input type="text" value="2"/>	Students	<input type="text" value="2"/>
	Alumni	<input type="text" value="2"/>	Others	<input type="text" value="02"/>

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

- Seminar on Plastic Awareness
- Workshop on Sujok Therapy
- A Training Workshop on Yoga

2.14 Significant Activities and contributions made by IQAC

- Prepared Annual Quality Assurance Report
- Designed academic calendar and monitored the effective implementation of it
- Documented various programmes as per the committees formed by IQAC
- Monitored the performance of the teaching and learning activities.
- Collected the tri -monthly report from faculty.
- Organised periodic meetings with teachers, administrative staff and management representatives.
- Collected Self assessment form (PBAS) from faculty for assessment.
- Conducted Annual Academic Audit.
- Recommended improvement in infrastructural facilities of various department.
- Gave suggestions to Academic staff about the results of different subjects

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
To update Institute Website	Website updated
To conduct meeting of IQAC with management and staff.	IQAC held meeting with management, Head, faculty and non teaching staff.
To form various committees for smooth working of the college	47 different committees were formed for the smooth working of the college
To upgrade and renovate Library with an addition of Books, new magazines, periodicals and Journals.	<ul style="list-style-type: none"> • Library is renovated and upgraded : New books were purchased, journals and magazines are subscribed. • NLIST subscribed for faculty members.

Proposal for building Colouring and renovation of administrative office.	<ul style="list-style-type: none"> • Colouring work of one building has been completed. • Administrative office renovated.
To establish Botanical garden in the college premises.	<ul style="list-style-type: none"> • Department of Botany developed Botanical garden in July 2017.
To introduce new certificate courses and Value added course in various department.	<ul style="list-style-type: none"> • Certificate Courses in Modi Lipi started by Department of History. • Certificate Courses in Communication Skill started by Department of English. • Value added course introduced by Department of English, Home economics, Marathi and Commerce.
To organise Excursion/ Study Tour for UG students	<ul style="list-style-type: none"> • Department of Botany, Zoology and Chemistry arranged the Excursion on 4 Oct 2017 at NEERI and Raman Science Center Nagpur. • Department of Zoology organised study tour at Jay Hanuman Tissue culture and Biotechnology Lab, Bochra on 13/01/ 2018. • Department of Botany and Zoology organised study tour at ICAR Citrus research center and NEERI Nagpur on 21/ 02/2018 for BSc II student. • Department of Chemistry organised Excursion tour at GVISH Amravati on 9/03/2018 for BSC III student.
To promote the faculty to give advance knowledge of the subject	<ul style="list-style-type: none"> • IQAC conducted Internal Academic Audit of all the departments on the basis of Academic Dairy to review the teaching and learning process. • Department wise meetings were conducted by the head of the departments and instructions given for completion of curriculum.
To emphasize on participative and experimental learning	<ul style="list-style-type: none"> • Members of Science faculty used PPT and Models for teaching. • Conducted Seminars and Group Discussions • Debate competition organised in annual gathering.
To organise conferences, workshops, seminars and training camp.	<ul style="list-style-type: none"> • Organised Seminar on Plastic awareness for teachers, students and stakeholders on 11/8/2017 • Organised one day University level workshop on semester pattern in BA I, Home economics on 22/08/2017

	<ul style="list-style-type: none"> Organised Yoga Training Camp for stakeholders and staff from 21/ 03/ 2018 to 28/03/2018. Organised Sujok Therapy Workshop on 30/03/2018 for staff.
To encourage students to participate in various activities and competitions conducted by different organisations and universities	<ul style="list-style-type: none"> Students participated in Youth Festival organised by the SGB Amravati University, Amravati 8 colour coat won by the students in sports. 3 students got colour coat in Yoga , 2 students got colour coat in Wrestling ,2 students got colour coat in Fencing and one got colour coat in softball by SGB Amravati.
To Organise special camp of NSS in adopted village	Special camp was arranged at adopted village Shendgaon from 12/ 01/2018 to 19/01/2018.
To organise Cleanliness drive and Environment awareness programmes	Cleanliness drive organised by NSS, NCC and all the department in college campus. Students, Faculty and Management participated in Shahanur River Cleanliness drive on 21 /12/2107
To Arrange annual gathering and prize distribution ceremony for students.	<ul style="list-style-type: none"> Annual Gathering was organised from 31/01 /2018 to 2/02 /2018 Prize Distribution Ceremony was organised on 26/01/2018
To organise sports and cultural competition	<ul style="list-style-type: none"> Organised Inter -Collegiate Wrestling Competition by Physical Education Department from 13 /10/ 2017 to 16/10/2017 Organised college level sports and cultural activity competition on the occasion of annual gathering.
To encourage faculty members to do training at various levels in their subjects.	Three faculty members completed Refresher Course and two Faculty members completed Orientation Programme / Winter school.
Updating automation in the office	Updated Master Software for admission process and office.
To enhance a quality feedback from Students, Faculty , Alumni and parent.	Structured Feedback collected, analysed and action taken by Principal to improve the quality.
To organise guest lecture on Career guidance and competitive examination.	<ul style="list-style-type: none"> Organised guest lecture on Career Guidance. Organised MBA awareness

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	02	--	--	--
PG	03	--	03	--
UG	03	--	--	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	--	--	--	--
Others	--	--	--	--
Total	08	--	--	--
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

The college offers academic flexibility through elective option.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	06
Trimester	--
Annual	02

1.3 Feedback from stakeholders*
(On all aspects)

Alumni Parents Employers Students

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

(Feedback analysis report is attached as - Annexure II)

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

- Since the courses are affiliated to the university, revision/update of regulation or syllabi is regulated by respective BOS of the subject.
- There is an updated syllabi for Arts in the First year B A as the annual pattern has been dropped and semester pattern has been introduced.
- The annual pattern has been dropped for Commerce in First year B Com and semester pattern has been introduced.
- BSc (Computer Science Sem II), HTML and XML are added.

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

Two subjects namely English and Home-Economics have received the recognition for Research Centres. The college is in the process to apply for Marathi.

Criterion – II :

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others (Principal)
29	23	05	-	1

2.2 No. of permanent faculty with Ph.D.

14

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
23	4	5	-	-	-	1	-	29	4

2.4 No. of Guest and Visiting faculty and Temporary faculty

-	-	25
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	17	16	05
Presented papers	20	10	01
Resource Persons	01	01	01

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

- Use of ICT based tools
- Power point presentations, multimedia and audio-visual aids are used for effective teaching-learning process.
- Group-discussions, Seminars, Assignments, Internal Assessment Exams, Unit Tests, Common Tests, Open-Book Tests are taken regularly as per the prescribed syllabi regularly.
- Guest lectures are invited periodically on various topics
- Motivational lectures are organised to develop the interest of the students in learning.
- Educational and Excursion Tours are organised.
- Field visits are arranged.
- Internet facility has been provided to all students.
- Students are motivated to appear for competitive examinations.

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

244

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

University Examination pattern followed.
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2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

1	1	-
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2.10 Average percentage of attendance of students

78

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA I (Sem I)	518	14.28	51.42	34.28	-	06.75
BA I (Sem II)	418	2.63	65.78	31.57	-	9.09
BA II	200	-	31.81	68.18	-	22
BA III	150	-	21.42	75	3.57	37.33
BCom I (Sem I)	130	05.40	62.16	32.43	-	28.46
BCom I (Sem II)	119	-	67.5	32.5	-	33.61
BCom II	88	5.40	62.16	32.43	-	42.05
BCom III	64	-	80.43	13.57	-	71.88
BSc I (Sem I)	140	11.65	48.54	39.80	-	73.57
BSc I (Sem II)	139	18.10	54.28	27.62	-	75.53
BSc II (SemIII)	130	15.18	62.02	22.78	-	60.77
BSc II (SemIV)	129	17.24	70.11	12.64	-	67.44
BSc III (SemV)	95	18.18	54.54	27.27	-	57.89
BSc III (SemVI)	93	30.55	47.22	22.22	-	77.42
MA I (Marathi) Sem I	51	-	46.15	53.84	-	25.49
MA I (Marathi) Sem II	43	-	52.45	47.82	-	53.49
MA II(Marathi)	09	-	-	66.66	33.33	33.33
MA I (English) Sem I	37	-	33.33	66.66	-	16.22
MA I (English) Sem II	37	-	40	60	-	13.51
MA II (English)	09	-	-	40	60	55.56
MA I (Home-Eco) Sem I	08	-	50.00	50.00	-	50.00
MA I (Home-Eco) Sem II	08	-	37.5	62.5	-	100
MA II(Home-Eco)	06	-	33.33	33.33	-	66.67

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

- Various coordinating committees are formed to maintain the effective process of teaching- learning.
- Parents-teachers' meet programme is organised to solve the queries of teachers, parents and students.
- Academic plan, academic calendar and academic programmes are prepared which are followed in the entire session.
- Staff is promoted to use ICT tools in classroom teaching.
- Academic audit is conducted through Academic Performance Indicator.

- IQAC looks after proper implementation of various schemes of UGC.

2.13 Initiatives undertaken towards faculty development

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

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	18	Nil	Nil	Nil
Technical Staff	4	4	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

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

- 1) The IQAC has formed Research Committee comprising of the Principal and three heads of the departments.
- 2) The committee looks after the activities concerned with the students and the staff.
- 3) The committee took review of research proposals and projects .

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	---	---	---	---
Outlay in Rs. Lakhs	---	---	---	---

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	---	01	---	---
Outlay in Rs. Lakhs	---	1.25	---	---

3.4 Details on research publications

	International	National	Others
Peer Review Journals	32	05	02
Non-Peer Review Journals	--	---	---
e-Journals	---	---	---
Conference proceedings	04	05	----

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	---	---	---	---
Minor Projects	26/02/2015 to Ongoing	UGC	1.25	0.975
Interdisciplinary Projects	---	---	---	---
Industry sponsored	---	---	----	----
Projects sponsored by the University/ College	---	---	---	---
Students research projects <i>(other than compulsory by the University)</i>	---	---	---	---
Any other(Specify)	---	---	---	---
Total(in Lakhs)			1.25	0.975

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

Organized by the Institution

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

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

3.17 No. of research awards/ recognitions received by faculty and research fellows

Of the institute in the year

Total	International	National	State	University	Dist	College
Nil	-	-	-	-	-	-

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

	04
	08

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

	03
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3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF	00	SRF	00	Project Fellows	00	Any other	00
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3.21 No. of students Participated in NSS events:

University level	04	State level	01
National level	-	International level	-

3.22 No. of students participated in NCC events:

University level	55	State level	06
National level	---	International level	---

3.23 No. of Awards won in NSS:

University level	---	State level	---
National level	---	International level	---

3.24 No. of Awards won in NCC:

University level	---	State level	---
------------------	-----	-------------	-----

National level	---	International level	---
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3.25 No. of Extension activities organized

University forum	--	College forum	--		
NCC	04	NSS	09	Any other	32

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

Institution has persistently undertaken various social awareness programmes and activities through NSS and NCC and cultural department.

National Service Scheme (NSS)

A seven days residential camp was organised from **22 Jan. 2018 to 19 Jan .2018** at a village **Shedgaon Tq. Anjangaon Surji Dist Amravati**. The activities undertaken to guide and aware the villagers and students during the camp.

- Guidance on “Self Employment”
- Guidance on Women Empowerment
- Aids Awareness
- Environment Awareness
- Dental Care Camp

National Service Scheme (NSS) organised the following programme for Students:-

- International Yoga Day
- Tree plantation
- Voter awareness and registration of Voters
- Reading Day
- Swachha Bharat Abhiyan Pandharwada
- Blood Donation Camp
- Samajik Sadbhawana Divas
- Programmes for eradication of congress grass

Following activities and programmes were organised By various Departments

1. Developing Communication skill
2. Conducted lectures on the usage of grammar
3. Spoken English : A Challenge
4. Interview facing skill
5. Literary Drive
6. Workshop on GST
7. Guidance on MBA entrance Exam
8. Career Guidance
9. Visit to Nagri Co. Operative Bank
10. Oratory Competition
11. Blood group test
12. Haemoglobin test
13. Eco-friendly activity for Birds
14. Study Tours
15. Jagtik Khadya divas
16. Poshan aahar (Nutritional Diet)
17. Rangoli Competition
18. Dish decoration
19. Melghat visit
20. Food Festival

National Cadet Corps (NCC)

To serve the society and to bring awareness among the deprived peoples, NCC conducted and actively participated in various activities such as Blood Donation Camp, Tree Plantation, Communal Harmony Campaign etc.

Extension Activity Committee

1. Started Clothes Bank for needy people
2. Free Health Camp for Women's self Help Group
3. Sahajyog: An Art of Meditation
4. A comparative and analytical interaction on educational, religious, socio-political and socio-economic status of women in Hindu and Islam
- 5.** Participation in the Shahanur River Cleanliness Drive
6. Food Festival
7. Swachh Bharat Abhiyan

Criterion- IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly Created	Source of Fund	Total
Campus Area	52730 sq. meter	Nil	---	52730 sq. meter
Class Rooms	24	00	UGC and Senior College Fund	24
Laboratories	06	00	UGC and Senior College Fund	06
Seminar Halls	01	02	College (Society) Fund	03
No. of important equipments purchased ($\geq 1 - 0$ Lakhs) during the current year.	00			
Value of the equipment purchased during the year (Rs. In Lakhs)		20373/-	College Fund & UGC Fund	
Other				

4.2 Computerization of administration and Library

* Office is fully automated with College Management System (CMS) Software
 * Library is also fully automated with Library Management Software. (Lib-Man)
 * Office Software is updated .

4.3 Library Services:

	Existing		Newly Added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	30974	3632759	1018	166701	31992	3799460
Reference Books	801	335302	41	17192	842	352494
e-Books	17	00	31,35000	5750	31,35017	5750
Journals	29	625841	00	38343	23	38343
e-Journals	-	-	6000	5750	6000	5750
Digital Databases	-	-	-	-	-	-
CD & Video	30	Free	00	00	30	00
Other	-	-	-	-	-	-

4.4 Technology Up gradation (Overall)

	Total Computers	Computer Labs	Internet	Browsing Centers	Computer Centers	Office	Departments	Others
Existing	43	01	46	06	01	01	08	
Added	00	00	00	00	00	00	00	
Total	43	01	46	06	01	01	08	

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

* Faculty, administrative staff and students are promoted to take formal training of ICT. Most of the faculty members have completed the certificate course of MS-CIT.
 * The computer department of the college provides regular guidance to the faculty and administrative staff
 * Information regarding the use of OPAC and Library is provided to library users
 * Availability of computers to faculty and students for internet access and other computer related works in computer laboratory and library

4.6 Amount spent on maintenance in lakhs:

i)	ICT	115830/-
ii)	Campus Infrastructure and facilities	2702433/-
iii)	Equipments	20373/-
iv)	Other	799674/-
	Total:	3638310/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- ❖ IQAC took timely meetings and initiated regarding various reforms and took its follow up.
- ❖ IQAC formed various coordinating committees.
- ❖ It organises Parents-Teachers’ Meet
- ❖ Academic Calendar and various information is displayed on notice board.
- ❖ CCTV surveillance facility is updated.

5.2 Efforts made by the institution for tracking the progression

- ❖ Progression is evaluated in Staff Council Meetings frequently by the Principal.
- ❖ Students’ Feedback Committee is helpful to enhance the teaching-learning process.
- ❖ Students’ Guardian Scheme helps to increase the attendance of the students in the classroom.
- ❖ Students are encouraged to make the optimum use of the library
- ❖ Encourages students for various competitive examinations.
- ❖ Students are encouraged to take active participation in various social activities through NSS, NCC, Extension Activity Committee, etc.
- ❖ ‘Gavilgad’, an annual magazine of the college helps students to develop their writing skill and thinking faculty on socio-political, socio-economic and socio-cultural topics.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1664	127	03	--

(b) No. of students outside the state

--

(c) No. of international students

--

Men	No	%	Women	No	%
	581	32.43		1210	67.56

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
72	338	21	1409	----	1840	74	360	22	1335	----	1791

Demand ratio 1 : 1 %

Dropout % : 2.5%

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

- | |
|--|
| ❖ The faculty of the college and external resources guide student for competitive examinations |
|--|

No. of students beneficiaries

318

5.5 No. of students qualified in these examinations

NET	---	SET/SLET	01	GATE	---	CAT	---
IAS/IPS etc	---	State PSC	---	UPSC	---	Others	---

5.6 Details of student counselling and career guidance

- | |
|--|
| • The faculty of the college and external resources guide students for competitive examinations. |
|--|

No. of students benefitted

318

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
			26

5.8 Details of gender sensitization programmes

- ❖ Free Health check-up camp for girl students was organised on 30.12.2017
- ❖ Women's empowerment programme was arranged on 14.01.2018
- ❖ A programme was arranged at Khirpani (Melghat) on preparation of nutritious meal.
- ❖ Breast Feeding Week for health awareness among women observed.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	---	---
Financial support from government	1238	36,58,461=00
Financial support from other sources	---	---
Number of students who received International/ National recognitions	---	---

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level

National level

International level

5.12 No. of social initiatives undertaken by the students

03

5.13 Major grievances of students (if any) redressed: No grievances received

Criterion – VI

6. Governance, Leadership and Management:

6.1 State the Vision and Mission of the institution

VISION :

To provide need based quality education to the people living in the vicinity of Anjangaon Surji so as to make them responsible citizens and well equipped to face the challenges of this highly competitive and globalized world.

MISSION :

- To provide educational opportunities to all irrespective of the caste, colour, creed and sex.
- Besides making them employable in the fast changing world scenario, the college also strives to instill the spirit of national integration and patriotism in the young minds of the students through the medium of value-based education.

OBJECTIVES:

- To make teaching more effective and learner-oriented with the help of different methods and techniques.
- To exercise continuous evaluation of students to ensure quality amongst them.
- To try to develop educational values of discipline, punctuality, respect for elders & teachers.
- To foster mutual co-operation and social understanding amongst students.
- To impart special guidance to meritorious students and to provide remedial coaching classes to educationally disadvantaged students.
- To inculcate the values of national integrity, equality, humanity, scientific temper, democracy, socialism amongst students.
- To provide a platform to the student keeping in mind the requirements of the job market.
- To promote excellence in the students through active participation in seminars, workshops, conferences and debates etc.
- To provide an enriching range of co-curricular & extra-curricular activities which nurture diverse talents and give pupils experience and confidence for the future.

6.2 Does the Institution has a management Information System

Yes, there is a Management Information System in the College.
The following administrative procedures are undertaken through this system:

- 1) Finance
- 2) Student admission
- 3) Student records
- 4) Evaluation and examination procedures
- 5) Research
- 6) Administration

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

6.3.1 Curriculum Development

Being affiliated to Sant Gadge Baba Amravati University, the college has a very marginal role in developing curriculum. The college follows the directives of the various academic bodies such as BOS of the University. However some of the faculty members contribute in the curricular developments of the University as members of the Curriculum Development Committee of the University. Some of the faculty members can only participate in Syllabus Revision Workshop organised by the University.

6.3.2 Teaching and Learning

Quality improvement in teaching and learning is achieved through:

- Teaching and evaluation planning
- Preparing academic calendar
- Blending of conventional and ICT methods for teaching –learning
- IQAC and Departmental Meetings
- Conducting unit tests, group discussions and home assignments etc.
- Exposing students for outdoor learning through educational tours, excursions, camps etc.
- Focus is given on student centric methods such as participative and experimental learning for ex. group discussions, seminars, debates, viva, etc
- Special efforts are taken for slow learners and fast learners.
- Books, updated study materials and special guidance are provided to the Advance Learners.
- The evaluation and analysis of teaching -learning is made from time to time.
- Academic diaries of faculty members are checked weekly.

6.3.3 Examination and Evaluation

- Being an affiliated college, the institute follows the examination and evaluation patterns as per prescribed by the university. In addition, every department of the college arranges internal tests, group discussions, and surprise tests in order to evaluate their preparation for the examination.
- Different departments organise seminars and paper presentations of the students. The theme of these activities are related to the topics taught by the concerning faculty.
- Science faculty follows continuous internal assessment system prescribed by the university.
- Regular unit tests and common tests are conducted
- More efforts are taken on Group Discussions, Classroom Seminars and Assignments.
- Time Table is prepared and incorporated in Academic Calendar.

6.3.4 Research and Development

- Faculties are encouraged for preparing Minor and Major Research Projects.
- Resource persons are invited to promote and enhance research culture.
- Faculties are promoted for active participation in National, International conference and seminars.
- During this academic year faculty of our college published 39 research papers in National and International Journals. 9 research papers published in Conference Proceedings. 11 Research papers were presented in seminars and conferences. 03 chapters were published in edited books by the college faculty members. Two teachers have been given recognition as a Supervisor for PhD Degree.
- The institute encourages faculty to participate in the research activities.
- Two students from the science faculty participated in Avishkar Competition Inter-Collegiate Research Festival organised by the University.
- The institute encourages faculty to publish research papers in the National and International Journals.
- The institute encourages the faculty to undertake research.
- The institute encouraged faculty to conduct the study of local issues such as environment and primary sectors, and to suggest remedies on the problems.
- Special availability of the reference resources (books, journals and e- materials) in college library for research scholars.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library:

- The library is the soul of the institute; it is updated and upgraded by purchasing more reading materials every year from UGC grants and College fund.
- The college library is having 31992 Text Books, 842 Reference Books, 23 Referred Journals, 6000 e- Journals, 3135017e-books and 30 CDs in its collection and it is enriched every year by adding number of books in it.
- The college library is fully automated with Library Management Software(Lin-Man)
- Online Public Access Catalogue (OPAC) is available library users.
- The library committee as per the recruitment and the yearly budget, the books, journals are procured.
- **ICT Facility:**
 - LCD facility is made available for teaching and learning.
 - Animations on various topics and CDs of various subjects.
 - Students are given free access to internet in Library, Reading Room and Computer Lab

Physical infrastructure:

- The institution provides adequate infrastructure facilities to keep space with the academic growth.
- There are three main buildings in the college campus.
- These buildings comprise of administrative offices, Principal's cabin, classrooms of BA, BCom, BSc, MA, Home-Economics Lab, Sports, NSS, NCC, enriched library, spacious reading rooms, two LCD rooms, Computer Lab. Staff- room, Science Labs, and IQAC Office etc.
- Apart from this, there is a large play ground with a track of 200 meter, a Basketball Court and obstacles are built in the college

6.3.6 Human Resource Management

- Use of Human Resource as per their competency to complete a particular task (Academic and Administrative)
- Training of the Human Resource at Centre of Higher Learning and Excellence
- College promotes its faculty for the participation in workshop and training programme in order to retrieve maximum performance.
- In the above context various committees were formed at institute and department level for the smooth functioning of teaching, learning, examination, admission and co-curricular activities.

6.3.7 Faculty and Staff recruitment

- The recruitment of the faculty and non-teaching staff is done on the basis of type of post created, strictly by following the rules and regulation laid on down by the state government , University and UGC
- The temporary non-teaching staffs are recruited for one year at the institutional level.
- Faculty on CHB is/are appointed as per requirement of the department.

6.3.8 Industry Interaction / Collaboration

- Apart from curriculum various departments arranged Industrial Tours.
- The students of Life Sciences visited Biodiversity areas with the concerning faculty.
- Science faculty signed an MOU with Hanuman Tissue Culture Lab, Bochra, Tal-Akot, Dist Akola.
- Department of History has Signed an MOU with Shivaji College Akot .

6.3.9 Admission of Students

- Admission process is conducted through the transparent mechanism and as per the norms, rules and regulations laid down by University.
- Admission process is coordinated by Admission Committee of the college
- Students are admitted on first come first serve basis taking into consideration the reservations meant for each category

6.4 Welfare schemes for teaching staff, non-teaching staff and students.

Teaching	1. College Salary Earners Society 2. Canteen 3. GPF, GIS, Medical Reimbursement 4. Various Govt. Loan Schemes 5) Consumers Store avails loan facility for purchasing goods.
Non-Teaching	1. College Salary Earners Society 2. Canteen 3. GPF, GIS, Medical Reimbursement 4. Various Govt. Loan Schemes 5) Consumers Store avails loan facility for purchasing goods.
Students	Student Welfare Fund Computer with internet access free of cost Admission fees in instalments Cash Prizes are given to the meritorious students in Academic, Cultural and Sports Fields. Students are permitted to open their bank account with zero amount facility

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO	-	Yes	IQAC
Administrative	NO	-	Yes	IQAC

6.8 Does the University/ Autonomous College declare results within 30 days? NA

For UG Programmes Yes No

For PG Programmes Yes No

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

- Since the college is affiliated to Sant Gadge Baba Amravati University, it follows the reforms and measures directed by the University. However, University takes regular review of the syllabi as well as examination patterns and makes reformatations accordingly.

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

Maharashtra University Act 1994 gives liberty to acquire Autonomous Status.

6.11 Activities and support from the Alumni Association

- The past students of the college working in various fields and having key positions in the society are the members of Alumni Association.
- Some of the alumni are serving as teaching and non-teaching staff of the college.
- The ex-students visit college and share their experiences, views and ideas with the current students.
- The Alumni Association has been collaborating and supporting for the development of the college.
- Most of the Alumni contribute financially for the college development as the college has a registered Alumni Association.

6.12 Activities and support from the Parent – Teacher Association

We don't have a formal Parent-Teacher Association but parents are invited with their wards on the occasion of Republic Day. Suggestions are taken from the parents regarding teaching and learning on the same day. Whenever needed parents are called for discussion about academic matters of their ward.

6.13 Development programmes for support staff

The support staff plays important role in the development of the institution. Taking into consideration their health and recreation following activities have been introduced.

- Time bound allotted duties.
- Participation in the training programmes.
- Career Advancement and Promotion Scheme.
- Computer training is available for the support staff by Department of Computer Science in the college.
- Training of Student Administration Module Software to the administrative staff.

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

- Campus beautification by designing garden in the premise.
- Implementation of Green and Clean Campus Programme.
- Rainwater harvesting is done in the college premises.
- Recycling and reuse of the wastewater in the campus.
- Use of plastic is restricted in the campus.
- Plantation of trees to balance environment.
- Proper disposal of the chemical and other laboratory waste.
- Minimum use of paper in administration and teaching.
- Promotion for e- administration, e- learning and ICT in teaching.
- Save Electricity Campaign by switching off the lights during interval time

Criterion – VII :

7. Innovations and Best Practices

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

- The university has introduced Semester Pattern of examination for UG and PG to its affiliated colleges from the session 2017-18. This newly introduced semester pattern has changed the whole mechanism related to examinations and evaluation works. The college undertakes examinations and valuation at the college under the direction of university. This pattern is proved convenient for both, teachers and the students.
- It is a matter of great pride for the college that the university has granted recognition to the Department of English and Home-Economics as Research Centre. This has motivated the faculty members to pursue their research.
- The college has started Teacher- Guardian Scheme for the students form the session 2017-18 in which each teacher takes guardianship of more than 65 students to solve their educational and financial problems.
- The college library has started NLIST Facility for the students in which they can access thousands of books by single click on the computer.

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

- For Plastic Free Campus organised a seminar on Plastic Awareness.
- Organised University level workshop on semester pattern
- Botanical garden established and enriched with medicinal plant
- Library renovation completed and upgraded.
- N LIST subscribed for faculty member.
- Colouring and renovation of college building is done.
- Alumni Association is registered
- Introduced certificate course in communication skills in English and Modi lipi.
- Programmes and activity conducted by departments as per the academic calendar.
- Inter-Collegiate Wrestling Competition was organised by the college.

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

- 1. Yoga and Health Awareness**
- 2. Open Access for Library to Senior Citizens and Alumni**

Details in annexure – Annexure III

7.4 Contribution to environmental awareness / protection

1 'No Vehicle Day' is observed on every Wednesday in the college with aim to bring awareness about air pollution. The Khadi Day is also observed in the college on the same day. All the employees come to the college on this day in Khadi uniform.

2. 'Ozone Day' was celebrated by the Department of Chemistry.

3. Water Day was celebrated by the Department of Chemistry and Botany.

4. World Forest Day was celebrated by the Department of Zoology.

5. A Programme on 'Plastic Awareness' was organised by the college in which shri. Nandkishor Gandhi a famous Environmentalist from Amravati was the guest speaker on the occasion.

6. Our college participated in the Rejuvenation Campaign of Shahanoor River. Shahanoor river flows between the twin towns – Anjangaon and Surji, was once the lifeline in this area but it is now turned into a dead-dry land. An NGO Lok Jagran has taken an initiative to rejuvenate the river. All the employees and the students in the college had participated in a large number in this campaign.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

1. A Ramp is built in the premises of library for the physically handicapped students.
2. A Botanical Garden is developed in the premises of the college.

8. Plans of institution for next year

- To update the website of the college.
- To organise conferences/ Seminars / Guest lectures.
- To introduce new certificate and value added course in various subject.
- Make maximum use of ICT in teaching.
- To organise Shetkari melava for farmers.
- To renovate the college canteen.
- To establish Historical museum.


Name Shri M J Dagawal



Co-ordinator
IQAC
Smt. Radhabai Sarda Arts,
Commerce & Science College,
Anjangaon Surji, Dist. Amravati

Signature of the Coordinator, IQAC

Name Dr Bashisth Choubey



Principal
PRINCIPAL
Smt. Radhabai Sarda Arts,
Commerce & Science College
Anjangaon Surji

Signature of the Chairperson, IQAC

Annexure I

**ACADEMIC CALENDAR
SESSION: 2017-2018**

TERMS AND VACATION:

1. **First Term** : 12 June 2017 to 14 Oct. 2017
2. **Winter Vacation** : 16 Oct. 2017 to 4 Nov. 2017
3. **First Term (Remaining)** : 6 Nov. 2017 to 9 Dec. 2017
4. **Second Term** : 11 Dec. 2017 to 28 April 2018

HOLIDAYS:

Event	Date	Event	Date
Ramjzan Id	26 June 2017	Christmas	25 December 2017
Independence Day	15 August 2017	Republic Day	26 January 2018
Parsi New Year	17 August 2017	Mahashivratri	13 February 2018
Ganesh Chaturthi	25 August 2017	Shivaji Maharaj Birth Anniversary	19 February 2018
Bakri Id	2 September 2017	Holi – Dhulivandan	02 March 2018
Dasera	30 September 2017	Mahavir Jayanti	29 March 2018
Mahatma Gandhi Birth Anniversary	2 October 2017	Good Friday	30 March 2018
Gurunanak Birth Anniversary	4 November 2017	Dr Babasaheb Ambedkar Jayanti	14 April 2018
Id E Milad	1 December 2017		

ACADEMIC CALENDAR:

Month/ Working Days	Date	Event	Organizing Department/Committee
JUNE Working Days 16	12/06/2017	College Re-open	
	15/06/2017	Admission process	Admission Committee
	21/06/2017	Yoga Day	Physical Education & NSS
	26/06/2017	Anti Drug Day	Physical Education & NSS
JULY Working Days 26	1 st Week of July	Tree Plantation Programme	NSS & Environment Awareness committee
	1/7/2017	Principal Message to Student Regular Classes	
	11/7/2017	World Population Day	Economic
	23/7/2017	Lokmanya Tilak Jayanti	Marathi
	23/7/2017	Forest Conservation day	Botany
	26/7/2017	Kargil Victory Day	NCC
	31/7/2017	Programs on Cashless Transactions	Commerce Faculty
First Week of August		Inauguration of Social Science Forum	Social Science Forum Committee
		Literary Society	Literary Society

AUGUST Working Days 24			Committee
		Science Forum	Science Forum Committee
		Commerce Forum	Commerce faculty
	1/8/2017	World feeding day	Home Economics
	1/8/2017	Lokmanya Tilak Death Anniversary	Healthy Practice Committee
	9/8/2017	Kranti Day	History
	9/8/2017	Dr S.R.Ranganathan Birth Anniversary (Book Exhibition)	Library
	15/8/2017	Independence day	NCC Physical Education
	23/8/2017	Workshop For Student language and media	English and Marathi
	29/8/2017	National Sports day	Phy Education
	29/8/2017	Workshop on GST	Commerce & Economics
SEPTEMBER Working Days 24	1 /9/2017 to 8/9/2017	Nutritional Week	Home Economics
	4/9/2017	HB Detection & Counseling for girls	Home Economics and Zoology
	5/9/2017	Teacher Day- Dr Sarvapalli Radhakrushnan Birth Anniversary	NSS / Marathi
	7/9/2017	Food presentation & Decoration	Home Economics
	8/9/2017	Literacy Day	English & Marathi
	27/9/2017	Dr.S.R.Raghunathan Death Anniversary	Library
	3 rd Week of Sept	Programme on Renewable source of energy	Physics
	24/9/2017	NSS Foundation Day	NSS
	16/9/2017	Ozone Day	Chemistry
	Last week of Sept	Unit test (Sem I.III & V)	Examination Committee Science
	3 rd Week of Sept	Unite test (Only Ist Year –I Sem)	Examination Committee Arts & Commerce
OCTOBER Working Days 11	1 to 7 Oct	Wild life Conservation week Environment Awareness rally	Zoology, NSS,NCC Environmental awareness Committee
	2/10/2017	Mahatma Gandhi & Lal Bahadur Shastri Birth anniversary Swacha Bharat Abhiyan	NSS , NCC & Healthy Practices Committee
NOVEMBER Working Days 22	7/11/2017	Antipoverty Day	Economics
	14/11/2017	Pandit Jawaharlal Nehru Jayanti	Political Science
	21/11/2017	Hutatma Day	History
	26/11/2017	Constitution Day	Political Science
	28/11/2017	Jyotiba Fule Death Anniversary	Marathi

DECEMBER Working Days 24	1/12/2017	World AIDS Day	Phy. Education
	6/12/2017	Mahaparinirvan day Dr B.R. Ambedkar	Healthy Practices
	10/12/2017	Human Right Day	Political Science Department
	20/12/2017	Sant Gadge Baba Death Anniversary	NSS , Health Practices
	22/12/2017	Shrinivas Ramanjan Birth Anniversary	Mathematics
	24/12/2017	National Consumer Day	Economic & Commerce
	Last week of December	NSS Camp	NSS
JANUARY Working Days 26	1 st Week of Jan	Annual Gathering & Alumini meet	Gathering Committee
	3/1/2018	Savitribai Fule Birth Anniversary Mahila Mukti Day	NSS & Internal Complaint Cell (ICC)
	9/1/2018	National Tourism Day	History
	12/1/2018	Youth Day	Phy. Education
	26/1/2018	Republic Day Prize Distribution to Meritorious Student	NCC & Physical Education Prize Distribution Committee
FEBRUARY Working Days 22	2 nd Week of Febuary	Common Test for II & III Year student	Examination Committee (Arts & Commerce)
	19/2/2018	Shivaji Maharaj Jayanti	History
	28/2/2018	National Science Day	Science Forum All Science Faculty Department
March Working Days 24	1 st Week of march	Unit Test BSc Sem II,IV,VI	Respective Deptt of science Faculty
		First Year Sem II Arts & Commerce	Respective Dept Arts & Commerce
	8/3/2018	International Women Day	Internal Complaint Cell (ICT)
	22/3/2018	World Day Water	Chemistry & Botany
	31/3/2018	World Forest Day	Botany & Zoology
April Working Days 23	14/4/2018	Dr B R Ambedkar Birth Anniversary	History & Healthy Practices Committee
	23/4/2018	World Book Day	Library

Feedback Analysis Report: 2017-2018

1. Feedback from students on Teachers Evaluation:

A feedback on Teachers' evaluation from students for the year 2017-2018 was conducted and analysed. Teachers were evaluated under different aspects like regularity in engaging classes, command over the subject, help in extracurricular activities, availability, readiness to resolve students doubt and use of interactive teaching. Students were asked to grade the teachers under five point scale and the results have been tabulated as below:

S.N.	Score given by students		No. of Teachers
	Percentage	Response	
1	81 - 100	Excellent	21
2	61 - 80	Very good	05
3	41 - 60	Good	--
4	31 - 50	Average	--
5	00 - 30	Poor	--

2. Teachers' feedback on Curriculum :

College has conducted a feedback on Curriculum from total 24 teachers and the analysis as below:

- About suitability of course:
The curriculum prescribed by the university is adequate according to 80 % teachers. As few are involved in the formulation, it fulfils the expected objectives.
- About relevance and sufficiency of the books in the library:
95% teachers are contented with the number of books and study material available in the library. 5 % feel to suggest that there is a need for upgrading the existing framework.
- About infrastructural facilities and conducive atmosphere:
90 % teachers are satisfied with the conducive atmosphere of the college. About 10 % suggest the need for utilization of ICT tools.
- About college administration:
90 % of the teachers are satisfied with the administration of the college. 10 % of the teachers opine that the atmosphere is good enough to deliver the goods.

3. Parents' Feedback on Curriculum and Institution:

Parent-Teachers' meeting was organised and number of parents gave their feedback on curriculum and institution regarding infrastructure facilities, teaching and non-teaching staff. As a matter of fact 90 % parents are unaware about the status of the university syllabus yet they are very satisfied with the overall development of their wards. They are happy about the positive changes in them.

4. Alumni Feedback on Institution:

Alumni Association Meet was held in which 206 members of association deliberated their feedback on various issues as follows.

- 1) Almost all the alumni said that their relationship with college and teachers is excellent.
- 2) 95 % alumni were satisfied about the progress of college.
- 3) 95 % alumni said that they received useful education from college.
- 4) About 95 % alumni strongly agreed that the Alumni association should be permanent.
- 5) The meeting of alumni association should be half-yearly.
- 6) 85 % suggest that there should be use of Science and Technology and competitive exams coaching classes should be conducted.


Principal
PRINCIPAL
Smt.Radhabai Sarda Arts,
Commerce & Science College
Anjangaon Surji

Annexure-III

BEST PRACTICE- I

1. Title of the practice-

“Yoga and Health Awareness”

2. Goals:

- To create health consciousness among the people in and around the town of Anjangaon Surji.
- To inculcate precious knowledge of Yoga practices among the people in and around the town, Anjangaon Surji.
- To impart knowledge of various Ayurvedic Medicines to the people in and around the town, Anjangaon Surji.
- To impart knowledge related to nutritional diet.
- To increase more number of Yoga Practitioners.
- To create environment-friendly and eco-friendly feelings among the Yoga Practitioners.

3. The Context:

When we started the activity, the people were reluctant in the beginning to turn for the session as they think the activity a mere physical exercise. Moreover, they needed much more than it as they were suffering with several ailments. So, along with Yoga, we started giving them a complete health guidance related to varied aspects of wellness. We did give counselling on Naturopathy, the specific Aasanas and Pranayama for the remedy of specific physical complaints. We also invited guest speakers who advised valuable dietary tips to practitioners.

4-The Practice:

Day by Day Higher Education in India is giving more importance to the revival of great knowledge of ancient India for the wellness of human life and Yoga is one of them. Infact , HRD in Indian Govt. has intended to give compulsory Yoga and Health Awareness is Justifiable in Indian Higher Education.

Of course, there were few constraints or limitations in the beginning as it does not advise modern Gymnasium and allopathic medication which have fatal after effects. But when we have provided physical dietary and naturopathy solution, the practitioners started turning to the session in quite a good numbers.

5. Evidence of Success:

A One Week Yoga Camp for the staff and the general public in the town was organised jointly by PGDYT and Patanjali Yoga Peeth, Anjangaon Surji in March 2018. A good number of people reaped the benefit of this Camp. Few Doctors in the town also visited the camp to guide

on the nutrition and balanced diet and the precautions to be taken to avoid certain diseases and disorders.

The Camp was ended with a Workshop on Sujok which Therapy is a great boon for the remedy of some chronic diseases.

Three students namely – Shubham Dilip Kaware , Abhijit Rambhau Khadkar and Miss Manisha Vidyadhar Patil won Colour Coat in Inter-University Yoga Competition held at KIIT University, Bhuvanesawar.

6. Problems Encountered and Resources required:-

The **Yoga and Health Awareness** activity is being undertaken by the PGDYT Department in the college. The PGDYT Department was funded by UGC in the first 5 years but later on, the department met its expenses through the fees charged to the students. The department had the problem of resource persons but with the co-operation of Patanjali Yogapeeth in the town, we overcame the problem.

5. Contact Details:

Name of the Principal: **Dr Bashisth Choubey**

Name of the Institution: **Smt Radhabai Sarda Arts, Commerce and Science College ,Anjangaon Surji**

City: **Anjangaon Surji**

Pin Code: **444705**

Accredited Status: **'B'**

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BEST PRACTICE- II

1. Title of the practice-

“Open Access for Library to Senior Citizens and Alumni”

2. Goals-

- To promote reading culture among the citizens in Anjangaon Surji.
- To make the students intellectually competent by providing them the reading friendly atmosphere and an ample amount of books.
- To provide an opportunity to the students to read the books which are useful for the preparation of competitive exams.
- To develop interest and curiosity for the literature among the people in Anjangaon Surji.
- To realise the people how reading is a great source of pleasure.

3. The Context :

Now a day, people are so busy in their worries and humdrum of daily life that they do not find leisure time in a pleasure giving and knowledge giving activity i.e. reading. The people in present are engaging their minds in rather many violent and sadistic pleasures; intrigues and destructive tendency. The question is why does this happen? Perhaps, it is because of the company and atmosphere to which they belong. In other words, one's interest and thinking is depended on an atmosphere and company of people around him. We provide a refreshing, relaxing, pleasure-giving and secluded place where students thinking would bloom and positive waves would be created for some constructive activity.

4. The Practice :

There is a spacious reading room built on the upper floor of the library. It has a seating capacity of around 30 to 40 persons with 8 small separate carrels for the readers. Every day, the reading room is open for 8 hours i.e. from 9 am to 5 pm. Alumni and the senior citizens have an access for reading the various books and newspapers. Some leading newspapers are kept in the reading room. A good number of books related to various competitive exams are also kept in the reading room in a separate rack for the students. A separate self is made available with some light-hearted as well as thought provoking books for the Senior citizens and Alumni.

A water cooler is kept in reading room. A separate receptionist-cum-attendant is given in the service of Senior citizens and Alumni.

5. Evidence of Success :

A Ramp has been built for the Specially Able Students. The whole Library building as well as the Reading Room have been renovated. New stack is also constructed.

The reading culture is being promoted in Anjangaon Surji, there is a considerable rise in the number of Alumni and senior citizens who come for reading. The newspapers prove very helpful to the students for getting current knowledge of global happenings. The collection of books related to competitive exams has been proved tremendously benefitting as number of students are appearing in the competitive exams and getting commendable success. They are turned more keen and searching in their studies. The Senior citizens and Alumni have got a relaxing and relieving place from the busy, crowded and noisy atmosphere in the town.

6. Problems Encountered and Resources required :

The institution does not encounter any problem for implementing this unique practice.

7. Contact Details:

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