YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	SHRIMATI NARSAMMA ARTS, COMMERCE AND SCIENCE COLLEGE, KIRAN NAGAR, AMRAVATI
• Name of the Head of the institution	Dr. R. S. Chandanpat
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07212540793
• Mobile no	9423422343
• Registered e-mail	iqacnarsammacollege@gmail.com
• Alternate e-mail	chsawarkar@gmail.com
• Address	Kiran Nagar, Amravati
• City/Town	Amravati
• State/UT	MAHARASTRA
• Pin Code	444606
2.Institutional status	
• Affiliated /Constituent	Permanently Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Sant Gadge Baba Amravati University
• Name of the IQAC Coordinator	Dr. Chandrashekhar H. Sawarkar
• Phone No.	07212540793
• Alternate phone No.	09028156725
• Mobile	09404107076
• IQAC e-mail address	iqacnarsammacollege@gmail.com
• Alternate Email address	chsawarkar@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.narsammaacsc.org/LinkFiles/AQAR%202020-21.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://narsammaacsc.org/LinkFiles/6.5.2%20College%20and%20Univerrsity%20Academic%20Calender%20Link.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.17	2014	10/12/2014	09/12/2019
Cycle 2	B+	2.58	2021	10/12/2019	31/08/2026

6.Date of Establishment of IQAC	20/08/2009

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
Nil	Nil	Nil	Nil	Nil

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	`07`	
• 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	No File Uploaded	
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)

`To review and revise the constitution of the internal Committees / cells (including IQAC) along with their objectives and functions to face the third cycle of NAAC A & A.`

`To undertake initiatives towards the improvements in the processes of teaching-learning-evaluation.`

`Proposal for infrastructural development`

`To promote Departments to establish Research Centers in relevant subjects`

`To undertake initiatives towards maintaining green and environment friendly campus.`

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 review and revise the constitution of the internal Committees / cells (including IQAC) along with their objectives and functions to face the third cycle of NAAC A & A.	Internal Committees were restructured and new guidelines regarding its working were issued
To undertake initiatives towards the improvements in the processes of teaching-learning-evaluation	Most of the Departments started the use of Google classrooms and other online tools. IT infrastructure updated. Students given access to e-books, journals and other e- resources available on INFLIBNET N-List
Proposal for infrastructural development	Construction of Chemistry Laboratory, Lavatories for girls and differently abled students and staff, Common room for girls
To promote Departments to establish Research Centers in relevant subjects	Research Centers for Economics, Sociology and Marathi were established
To undertake initiatives towards maintaining green and environment friendly campus.	Extensive green audit and energy audit of the campus conducted including the following: Solid waste management, Liquid waste management, Bio-diversity survey of the Campus and neighborhood community

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

- Name of the statutory body

Name	Date of meeting(s)
College Development Council (CDC)	**24/05/2023**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	20/01/2023

15.Multidisciplinary / interdisciplinary

We are a multi-faculty institute offering number of courses in Humanities, Social Sciences, Commerce and Science disciplines. In this sense we are a multidisciplinary institute.

We offer different undergraduate, post graduate degree programs as well as Certificate and Diploma programs. Under these programs we offer number of courses having interdisciplinary attributes.

The courses that we offer under the programs in the faculty of Humanities include, Languages and Literature. Under the faculty of Social Sciences we offer the courses like Economics, History, Political Science and Sociology. Faculty of Commerce offer different courses including Computer application, Business Mathematics, Accounting etc.

We also offer interdisciplinary course like Environmental Science in the faculty of Science. Other important course that students can opt for in the Science faculty are Computer Science, Chemistry, Physics, Mathematics and Industrial Chemistry and Botany.

Among the post graduate programs we offer MSc in Computer Science, Industrial Chemistry, Organic Chemistry, Environmental Science and Mathematics.

In addition to these degree programs we also offer various short term certificate courses in different disciplines.

16.Academic bank of credits (ABC):

As an affiliated college we follow the Academic Bank of Credits system (ABC) established by Sant Badge Baba Amravati University from the academic session 2022-23.

The ABC system has been established in order to promote flexibility of curriculum framework and interdisciplinary and multidisciplinary academic mobility of students across the Higher Education Institutions in our country. The ABC system offers "Credit Transfer" mechanism created on the basis of the various performances of the students in the academic, skill, research, innovations and applicability domain.

The ABC platform provides students with the opportunity to register for a unique ABC ID. This helps the students to view and keep track of their credit accumulation and options for choice based credit transfer mechanism through online interactive platform.

ABC also enables the students to select the best courses to suit their aptitude and knowledge. It also allows the students to choose certain pace for their studies according to their own priorities and preferences.

ABC also ensures that the earned credits shall be kept for a certain time period so that they can be redeemed at appropriate suitable time.

17.Skill development:

The government of India having recognized the need for implementing various programs for skill development in the sector of higher education and have put a special emphasis on skill development in the New Education Policy.

Our Institute has already been involved in organizing and carrying out various workshops, seminars and other programs for creating an awareness towards skill development among students. We offer Soft Skill Training course through short term certificate courses. We have in-house soft-skill trainers certified by the affiliating University.

In addition to this every year we also conduct Short Term Certificate course for English Communication Skill.

We have a student Development Committee which undertakes Personality and Professional Development program for the students and faculty members respectively. Every year in the month of June we organize a week-long Yoga and wellness training program for the staff, students and the neighborhood community.

Apart from these skill development programs we are planning to run Soft Skill Training program along with English Communication Skills and Personality Development Programs through a soon to be established Language Laboratory.

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

Indian Knowledge system (IKS) is a collective storehouse of Indian knowledge that has exhibited in systematized ways of knowing. It

includes the oldest Vedic literature, seminal books on medicine, philosophy, astronomy and various kinds of folk-literature etc.

As an institute of higher education we have always been promoting Indian value system through organization of different programs as well as through teaching -learning process (TLP).

We have been integrating the Indian knowledge system into our TLP via classroom interaction. Secondly We also offer courses like Indian languages and Literature for our Under graduate programs. The teachers teaching various courses use appropriate cultural references taken from vast Indian culture.

We also have several courses that explores the Indian knowledge system as a part of their syllabi. Apart from TLP, we also integrate IKS into various Co-curricular and Extra-curricular activities such as student seminars on the relevant topic and various activities of performing arts like drama, dance and music.

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

Outcome-based education (OBE) may also be called as performance-based education. It is an attempt to measure educational effectiveness based on actual results.. The student learning outcomes constitute the criteria by which curriculum is developed or redesigned, instructional materials are selected, teaching methods are adopted, and evaluation is conducted.

As an institute of higher education we have clearly identified the course-outcomes (COs) and program outcomes (POs).

During the induction program held at the beginning of the new academic year, we make the students familiar with the outcomes of the courses and the program they have chosen. We also display the POs, COs and PSOs (Program Specific Outcomes) prominently on campus and the classrooms. We have also displayed the same on the Institutional website for the reference of the various stakeholders.

The Teaching- Learning-Evaluation Process (TLE) is completely based on these POs, COs and PSOs. From the academic session 2022-23 Sant Badge Baba Amravati University has commenced the CBCS (choice based credit system) for the various programs. The curriculum of various courses and programs has been designed so that the outcomes are clearly defined in terms of the end skills the students acquire at the completion of the particular program.

20.Distance education/online education:

At present we don't offer any courses in distance education mode. However we do practice the mode of Online Education.

In our institute various faculty members use different platforms of Online Education. Most of our teachers have registered their students on Google Classroom platform. (GCP) The GCP is used for different activities. Some of the teachers use it for Teaching-Learning-Evaluation Process. (TLE). Some teachers use it for discussion and problem solving sessions. Similarly some faculty members also use other platforms like Zoom meeting for conduction online meeting of academic purposes.

Apart from GCP and Zoom faculty members also use Social media platforms like WhatsApp for having academic discussions. The various WhatsApp groups formed for different courses offer the students opportunities to hold discussions, raise questions and find solutions to their particular problems.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**172**

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

2.Student

2.1 Number of students during the year	**1023**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**673**

File Description	Documents
Data Template	View File

2.3	**402**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	**45**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**52**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**29**
Total number of Classrooms and Seminar halls	

4.2	**39.18**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**115**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

process

The institution has a well-conceived process of curriculum planning and execution under the broad guidelines of SGBA University, Amravati. The curricular committee is established by IQAC to interact with the teachers regarding effective ways of curriculum planning and implementation. The committee ensures the smooth and effective execution of curricular processes through periodic feedbacks from the department-heads.

Apart from this on the departmental level the committee ensures that Course Outcomes, Program Specific and Program Outcomes are communicated to the students. The Committee promotes remedial coaching for slow learners to improve their learning outcomes.

The committee designs the formats for: a) Teaching-plan b) Teaching-execution c) HoD-Analysis d) Students' Feedback on teaching-learning and evaluation. The committee prepares its annual report based on HoD analysis and the analysis of Students' feedback. The report along with suggestions for improvement if any is submitted to the Principal. The principal discusses the report with IQAC. Letters of suggestions for improvement / commendation for good performance are issued to the concerned faculty members.

The whole process is documented on various levels. The individual teachers keep the record of daily teaching along with the monthly teaching plans. For this purpose, the committee designs Daily Diary for the teachers. Secondly the formats for teaching execution are filled in regularly by the teachers. The teachers' formats are reviewed by the Curricular committee through respective HoDs. Such reviews ensure effective curriculum delivery through suggestions for corrective measures.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://narsammaacsc.org/LinkFiles/1.1.1%20Curricular%20Committee%20Annual%20Report%202020-21-22%20Link.pdf

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

The College follows the Academic Calendar of the Sant Gadgebaba Amravati University (SGBAU). On the basis of this calendar College

prepare its own academic calendar comprising of the Curricular and Co-curricular Activities to be carried out throughout the year and published it in college prospectus and displayed on the college website. Based on this, each department prepares their own annual calendar and conveys it to the students.

The college academic calendar lists out the schedules regarding Admissions, Academics, Baseline assessment, Internal Assessments, Curricular, co-curricular, extracurricular activities, and other activities on campus.

The college internal examinations are also conducted according to the time schedule declared through the examination committee in the first term and the second term of each semester. Thus, the institution adheres to the academic calendar for the conduct of various activities right from admission process to final University examination.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://narsammaacsc.org/LinkFiles/1.1.2%20Link%20Adherence%20to%20the%20Academic%20and%20Assessment%20calendar.pdf

1.1.3 - Teachers of the Institution participate in A. All of the above **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**

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

08

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)

03

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

69

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

We as an institution of higher education have always been aware of the various issues of social, ecological and environmental significance. Almost all the programs have subjects and courses having exposure to the issues like gender equity, sustainable life

style, human values and professional ethics. In the UG program of BA students study subjects like Sociology, Political Science, History, Economics and Literature. The issues of skewed sex-ratio, secondary treatment to girl child and harassment of women are discussed in the curriculum of subjects like Sociology and Literature. The students are made aware about the professional ethics and human values through curriculum of Literature, political Science and History. The students of BA Part II and BSc Part II have Environmental Studies as a compulsory subject. This subject ensures that students are well-informed and sensitized about the issues like sustainable life-style and environment friendly practices. The department of Environmental Science undertakes field-projects, study tours and excursions to handle the issues like environmental pollution and ecological imbalance in their UG and PG courses. Apart from this, the concerned departments, committees and Cells

undertake various programs to make the students aware about the cross-cutting issues of gender equity, human values and environmental sustainability.

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

01

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	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

83

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://www.narsammaacsc.org/LinkFiles/1.4.1 %20Stakeholder%20Feedback%20Reports%202021-2 2.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.narsammaacsc.org/LinkFiles/1.4.1 %20Stakeholder%20Feedback%20Reports%202021-2 2.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 students admitted during the year

1023

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

640

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution assesses the learning levels of the students after

admission and organizes special programs for advanced and slow learners in the following ways:

Slow Learners:

Students are counseled at the time of admission. At the beginning of session bridge courses are conducted for a weak in order to make the students cope-up with the difficulty level in the syllabus. Based on the entry level course brief syllabus modules are prepared by the concerned departments.

The College through its Departments identifies students on the basis of their previous year's performance. The lists of slow and advanced learners are maintained by the concerned Departments. This is further useful for conduct of Remedial Teaching Programs. Special attention is given to the academically weak students.

Advanced Learners:

Advanced learners are given challenges to channelize their performance. They are given opportunities to participate in Seminars and conferences, poster competitions, inter-collegiate debates, elocutions and quizzes, Avishkar competition. Advanced learners are also encouraged to access additional study materials from N-List and other digital resources. Central library extends the helping hand to the advanced learners through its Book-Bank Scheme. On the departmental part, the advanced learners are appreciated by giving awards for their excellence.

File Description	Documents
Paste link for additional information	https://narsammaacsc.org/LinkFiles/2.2.1%20Learning%20Levels%20Assessments%202021-22%20Add%20Info.pdf
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
1023	45

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

Almost all the departments conduct various activities and events that involve Experiential Learning, Participative learning and Problem-solving methodologies as follows:

Experiential learning skills include field and educational tours, excursion and projects, visits to other institutes, seminars and expert's talks are organized. Field trips are organized by departments to study natural science phenomena and to learn from observation. ICT enabled teaching is practiced by most of the teachers. Students are given individual projects and class assignments, focusing on self-study and independent learning. They are also assigned group projects and activities which promote peer learning and team building. The projects are also indicative of the problem-solving methodology of learning.

"Mohor", and "Beej Ankure Ankure", are annual wall magazine with active participation of the students to express their creativity in the form of poems, articles, scripts etc.

Physics and English departments also conduct theme-based activities, "A Wall Magazine" and "Lit-Wall" to provide platform to students to express their creativity in the various forms which ensures the experiential and participative learning of the students.

All these activities ensure that innovative learner centric methodologies such as experiential learning, participative learning and problem-solving ways are used during the process of teaching learning evaluation.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.narsammaacsc.org/LinkFiles/2.3.1 %20Student%20centric%20methods%20Additional% 20Info.pdf

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

Institute promotes ICT to support, enhance, and optimize the

delivery of education. Teachers are advised to use blended mode of instruction to engage students in long term learning by using online education resources, social media, blended learning platforms like google classroom to effectively deliver teaching and provide enhanced learning experience to the students. The ICT Tools used by the Institute include Projectors, Desktop and Laptops, Printers, Scanners, etc. YouTube, E- mails, WhatsApp group, Zoom, Google Meet, Microsoft Team, Google Classroom, Digital Library resources , PowerPoint presentations. are used as platforms to communicate and provide learning material, make announcements, conduct tests, upload assignments, make presentations, address queries, mentor and share information.

PowerPoint presentations are used to improve the effectiveness of the teaching- learning process. Faculties are encouraged to use digital library, online search engines and websites to prepare effective presentations. Students are counseled with the help of video Conferencing tools like Zoom/ Google meet, etc. Recorded video lectures are made available for long term learning and future reference. Various technical and management events such as Poster presentations, Project presentations, etc. are organized with the help of various ICT Tools. The library also provides access to free and subscribed online journals.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View File](#)

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

45

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

45

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

23

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

598

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.

The internal and continuous assessment enables the teacher to identify weak and advanced learners. The Institution ensures that all students are aware of the evaluation process through the syllabus and prospectus.

The practice of conducting class tests, MCQ tests, viva-voce examinations, assignments, projects, seminar, field visits are the part of the teaching learning process. This enables the teacher to evaluate the performance of the student and take necessary steps to cover any learning gap. The problem areas are identified and remedial action initiated. This helps students to identify their strengths and weaknesses and work on problems areas.

Before the session begins, teaching plans for UG and PG classes are prepared. Guidelines for teachers and students for internal assessments are prepared as per the University guidelines through College Internal Examination Committee. Dates for the internal tests/class tests assignments are notified on the college notice boards and announced by faculty in the respective classes at least a week in advance. After evaluating, answer sheets/assignments/projects are shared with students and marking pattern is discussed.

The internal assessment marks are displayed on the notice board at the end of the semester.

Thus the transparency and robustness of the evaluation system is ensured.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.narsammaacsc.org/LinkFiles/2.5.1%20Mechanism%20of%20internal%20assessment%20Add%20Info.pdf

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

The grievances of the students related to examinations are addressed at two levels:

One is at college and another is at university depending upon the nature of the grievances. Grievances related to the internal assessment are handled by the examination committee and departments of the College whereas grievances related to the external assessment are forwarded to the University. Students on demand are provided with photocopies of their answer sheets for reviewing the evaluation conducted.

In case of grievances being unresolved, student has to apply within 8 days of displaying the internal marks. College collects the applications on prescribed forms and forwards it to the authorities concerned. The facility for rechecking and reevaluation of answer sheets is available for the students. Students are free to approach teachers to resolve their queries related to internal assessment. Unsatisfied student may approach head of Examination committee or the principal. Thus, grievance redressal with reference to examinations is transparent and timebound. All complaints are attended and resolved in a short time. For the grievances related to university examinations, student has to apply in prescribed format with fees within 15 days of declaration of result. The time taken depends on the policies of the parent university.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.narsammaacsc.org/LinkFiles/2.5.2%20Mechanism%20to%20deal%20with%20internal%20examination%20related%20grievances%20Link.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Program outcomes, program specific outcomes and course outcomes for all programs offered by the College are stated and displayed on the College website.

For each program and course offered by the college, a unique set of learning outcomes have been defined. These are linked to the broad program outcomes. POs, PSOs and COs are prominently displayed on the home-page of the College website. Similarly, PSOs and COs are also included on the web pages of the concerned Departments. In addition to these the Departmental pages also have a complete and comprehensive list of the programs taught in the department with details of program objectives.

Moreover, at the beginning of the session, POs, PSOs and COs are communicated to the students in the class-rooms by the faculty members of the concerned departments.

A copy of POs, PSOs and COs has also been kept in the Department for the review of the visitors, students and other stakeholders.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.narsammaacsc.org/pdf/POs_PSOs_COs.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The program outcomes are measured through the students engagement in various activities over a period of time. Students are involved in curricular, co-curricular and extracurricular activities through their departments, NSS, NCC, and different committees. Students organize a variety of programs in their departments during the year including inauguration of respective societies and study boards, poster competition, annual social gathering, farewell function, university level mega cultural event "Youth Festival" and the Science Festival "Avishkar", etc.

Departments also engage in social outreach activities. On these

occasions students display their discernment, social skills, communication skills, creative skills, leadership skills, spirit of team work, readiness to take responsibility, be accountable, etc. Program specific outcomes are measured through both academic and non-academic performances of the students.

The performance of the students in the internal and external examinations, in the practicals, projects, seminar and assignments, participation in class activities are some of the means to measure the program specific outcomes and Course outcomes.

Students are also measured continuously based on their regularity, receptiveness, class discussions, and the overall quality of their conduct. Their performance in the internal examinations provides the initial indication of their learning outcome.

Thus the attainment of programme and course outcomes are evaluated.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.narsammaacsc.org/pdf/POs_PSOs_COs.pdf

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

165

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	https://narsammaacsc.org/LinkFiles/2.6.3%20Pass%20percentage%20of%20Students%20Add%20Info.pdf

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://narsammaacsc.org/LinkFiles/2.7.1%20Student%20Satisfaction%20Survey%202022-23.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)

00

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

20

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

00

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Institution has an established innovations ecosystem which includes Central Instrumentation Cell, Research Centers, Study Circles, Student Development Committee, Co-curricular Committee, Eco-Club and Botanical Garden which act as Incubation Centers for tapping latent creative talents in students and teachers.

Central Instrumental Cell:College has established CIC to facilitate the research work among faculty and students. Cell provides instrumentation facilities and services for M. Sc. Projects and research work.

Research Laboratories and Centers:07 Research laboratories are approved by parent university and 30 students are pusuing their Ph. D. at these centers. 23 out of 28 permanent teachers have obtained Ph. D. degree and 20 teachers are recognized Ph. D. Supervisors.

Projects for PG students:Project work is an important component of PG curriculum. PG students complete their projects under the supervision of their respective PG teachers.

College publishes "Mohor" annual magazine through active participation of students on editorial board having literary interest and talents.

Co-curricular Committee ensures students participation in intercollegiate student research convention AVISHKAR.

Deptartments of English, Physics and Marathi publish Annual Wall Magazines contributed by students.

Wild Life Week Celebration is jointly organized under Ecoclub and Botanical Garden

The Institute has well-curated Botanical Garden to help students learn more about plant species.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://narsammaacsc.org/LinkFiles/3.2.1%20Innovations%20Ecosystem%20Add%20Info%2021-22.pdf

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

01

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

04

File Description	Documents
URL to the research page on HEI website	https://www.narsammaacsc.org/index.php#
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

09

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

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

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

05

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

3.4 - Extension Activities

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

The college through its departments and internal committees is conscious about its responsibilities for shaping students into responsible citizens of the country by making students aware of

social issues through various programs like environmental, educational, health and scientific Awareness, Promotion of Gender Equity, community awareness for judicious use of electricity, etc.

These extension activities have given the participants exposure to the real-life situations. Apart from this the significance of clean surrounding, hygiene, sanitation in the neighborhood, garbage disposal, and sensitizing the community at large to these vital issues. These initiatives have gone a long way in holistic development personality of the participants of these Programs.

Programs on women empowerment creates awareness among girl students of their condition and their rights, and among boys a sensitivity towards problems of women, leading to decreasing of gender bias and patriarchal prejudices. All these leads to informed, balanced and responsible citizenship.

The activities listed above are indicators of the manner in which multiple issues of social, political and economic significance are discussed and dealt with in order to create sensitivity and understanding among students and contribute to the balanced development of their personality, so that committed and ethically informed citizenship is created.

File Description	Documents
Paste link for additional information	https://narsammaacsc.org/LinkFiles/3.4.1%20Extension%20Activvities%202021-22.pdf
Upload any additional information	View File

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

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

01

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

3.4.3 - 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

3.4.3.1 - 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

06

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 during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

380

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

04

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

06

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 College spans over 10.5 acres with 3225.59 SQM built-up area and has.03 UG and 05 PG programmes in the subjects Chemistry, Computer Science, Environmental Science, Industrial Chemistry, and Mathematics, 05 Research Laboratories in the subjects Botany, Chemistry, Mathematics, Physics and Sociology.

The college has 14 ICT enabled departments and 15 classrooms The college has 08 ICT enabled laboratories admeasuring 628.43 SqM and 05 Research laboratories admeasuring 120.50 SqM. Two computer laboratories have 68 desktops. College has 07 laptops, 09printers, 06 printers/scanners, 02 scanners, 01 copier, 04 digital cameras, 01 digital microscope objective camera.

The Computer-student ratio of the college stands at 1:9. The College also has a fully digitized weather station. ICT enabled Laboratories and Research Centers. The laboratories also have safety aids such as fire-extinguishers, first-aid box, display of safety instructions and adequate ventilation and illumination facility.

The College has a Library with access to online journals and other resources, access to INFLIBNET N-List, reading space,stack room and text and reference books, journals, magazines and news-papers, 06 encyclopedia in 39 volumes, 10 desktops and OPAC The College has Central Instrumentation Cell (CIC) to facilitate Instrumentation facilities and services with minimum maintenance charges to the research students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://narsammaacsc.org/LinkFiles/4.1.1%20Policy%20for%20infrastructure%20Upgrade%20Link.pdf

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

The College has excellent physical and cultural infrastructure facilities. The college has a full time Physical Director who heads the department. Indoor Games Facilities: Chess and Table Tennis Outdoor Games: The institute has playfield areas for outdoor gameslike Cricket, Soft Ball, Base Ball, Volley Ball, Kho Kho,Football, Kabaddi, and Archery. The College has well equippedHealth Center (Yoga and Gymnasium) Department of Physical Education is the Department from where thestudents represent the college in various sports competitions.

Cultural Facilities: The institution provides excellent support and training facilitiesfor different competitions in performing arts and other cultural activities. Student Development Committee and Extra

curricularCommitee of the College organizes different programmes throughoutthe year. The Committee also has an MoU for training purposes.

- Students participated in competitions at University, Stateand National level and won many honours for theinstitutions.
- Dance, Drama, Song Competitions are the part of the annualcultural gathering, Rangoli, Essay, Dish Decoration, Flowerdecoration competitions are also organised.
- The institute also takes support of the external experts forthe preparation of cultural events like dance and drama andprovides financial support to the student partcipants forentrance fees for competitions at local and higher level.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://narsammaacsc.org/LinkFiles/4.1.2%20Facilities%20for%20cultural%20sports%20games%20Link.pdf

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

15

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://narsammaacsc.org/LinkFiles/4.1.3%20Classrooms%20and%20seminar%20halls%20with%20ICT%20Link%20File.pdf
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)

`4.89`

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)

- **Name of ILMS software: Library Management System**
- **Nature of automation (fully or partially): Partially**
- **Version: 01**
- **Year of Automation: 2010**
- **Library has an adequate collection of Text books, Reference books and others books**
- **Library has peer-reviewed journals and bound volumes of journals.**
- **The reading room is available to the students and it provides conducive environment for study.**
- **OPAC: The library has Library Management System. The library has a dedicated 10 terminals for students to search for the availability of the titles.**
- **The library also has "Offline Public Access Catalogue" (OPAC) for users.**
- **The library offers a single window service where information about the user circulation status, availability of the titles etc. can be sought immediately.**
- **Similarly various types of reports can also be generated with the use of above-mentioned software.**
- **Books-database has been created along with users-database.**
- **The core processes of the library like issuance and return of books are partially automated. Manual Registers are also kept as an additional supporting system.**
- **E-Resources: The library is a member of N-list consortia of information library network (INFLIBNET). Under this consortia library provides more than 97000 e-books and 6000 e-journals to students and faculty members.**
- **Internet facility with computer system CDs, DVD, printer is available in the library**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://narsammaacsc.org/LinkFiles/4.2.1%20Integrated%20Library%20Management%20System.pdf

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)

1.60

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

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

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

45

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 institution regularly updates its IT facilities to serve the students with best facilities.

Broadband Internet connection with 200MBPS is available in all department and Computer Laboratory.

The College also has free limited internet connectivity by "Jio-NET". WiFi facility is available at in the campus.

05 classrooms / 04 laboratories have been equipped with LCD projectors.

The college has 115 computers and Laptops in working condition. The Principal's cabin and the Administrative office is fully computerized.

The entire campus is monitored by 20 CCTVs installed at strategic places helps monitor the campus activity. There is 01 Large TV screen monitor in Principal's office which records the activity 24x7.

Office related Software is used for the convenience of Admission Process.

In session 2014-15, 15 licensed Microsoft Windows8.1 SI(MSIN7100#) software have been purchased from the authorized dealer.

In session 2015-16, the institute has purchased 22 desk-top computers, 03 LaserJet Printers, Wi-Fi modem 8 port switches D link, Quick Heal Antivirus, 10 Microsoft Windows licensed software. 02 licensed Microsoft Office SNGL OLPNL ACDMC Quantity.

In 2018-19, 30 licensed Microsoft Windows SL8.1 ENG1PK DSP OEM, 06 Microsoft Msoffice-16 Academic Pro plus Paper License software were purchased.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://narsammaacsc.org/LinkFiles/4.3.1%20IT%20facilities%20Frequent%20updates.pdf

4.3.2 - Number of Computers

115

File Description	Documents
Upload any additional information	View File
List of Computers	View File

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

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

34.29

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.

The institution has made adequate arrangements for the maintenance and upkeep of the college infrastructure. IQAC manages comprehensive procedures of quality enhancement and sustenance. Setup of committees like College Development Committee, IQAC, UGC Committee, Purchase Committee, Library Advisory Committee, Student development Committee etc. help IQAC to effectively tap and check available academic and support facilities. These committees provide continuous feedback to IQAC in order to enable it to take required measures. Special attention is paid to the needs of upgradation and updating of the facilities.

The aim of the comprehensive procedures is

- To achieve optimum utilization of facilities and services.
- To receive constant, uninterrupted and smooth functioning of physical, academic and support service facilities.
- To prevent misuse and misconduct of resources and services.
- To achieve timely up-gradation, repairing and replacement of the resources and services.
- To set standardized maintenance and utilization procedures for resources.
- To reduce probabilities of accidents at workplace for ensuring safety.

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities.

The College has AMCs with vendors for cleanliness, maintenance, civil works, electric works and computers, website maintenance.

College has a system of conduction of Energy Audit and Regular Security Services

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.narsammaacsc.org/LinkFiles/4.4.2 %20Established%20Systems%20and%20Procedures% 20for%20Maintainance.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

523

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	[View File](#)
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

47

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

D. 1 of the above

File Description	Documents
Link to Institutional website	https://narsammaacsc.org/
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

193

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

193

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

B. Any 3 of the above

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

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

`00`

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	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

`47`

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

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

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

02

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	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.

17

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

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

As per the State government's regulations Sant Gadge Baba Amravati University held Students Elections every year.

The college under the directions of the University conducts elections to the Student-Council every year. The students' Council body has representatives from the categories of girls, sports, cultural, NSS and all the courses. The Students Council organizes the Annual Gathering and other sports and cultural activities. Apart from this the president of the Student council is nominated as a member of the College Development Committee. Similarly students also have their representatives in the various Committees of the college like IQAC, National Service Scheme (NSS), etc. The elections to the Student-Council are deferred till the next order by Government of Maharashtra wide GR Dated 25-08-2015 and the parent university order Dated 31-08-2015.

However, institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities such as students representation on various bodies such as part of various committees and subcommittees . The Annual Gathering is conceptualized and organized by the Students.

Here the students are given the platform to exhibit their organizational, managerial and administrative skills.

File Description	Documents
Paste link for additional information	https://narsammaacsc.org/LinkFiles/5.3.2%20Presence%20of%20an%20active%20Student%20Council%20Add%20Info%20Link%20File.pdf
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

42

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

The Alumni Association and its Contribution to the Institute.

The Alumni Association Cell of the college is registered with the Charity commissioner of the state, managed by the in-charge teachers. The Cell acts as a bridge between the college and the Alumina. The Cell contacts and organizes the visits of prominent Alumni to the campus. There are many ways the Alumni contributes to the welfare of the college. Most significant contribution of the Alumni is the motivational and professional guidance related to career opportunities and life-choices. Many of the Alumni working with the prominent corporations and institutions hold talks to the students and offer valuable guidance to them. Some of the prominent

alumni-speakers are:

Hitesh Majithiya environmental Engineer, Qatar(UAE)

Prof. Aruna Kakde, Asst. Professor, Shri Shivaji Science College Amravati

Prof. Rahul Ghongde, Aniruddha Mahajan, TISS Mumbai

Trishul Thakur, Pune

Swapnil Wathodkar, Asst. Manager, Environmental Safety, Pune,

Anirudhha Wathodkar, Regional Manager, Asian Paints.

Apart from the lectures and talks, some of the Alumni contributed through donating books to the library and the parent departments. Some of the ex-students and their parents gifted plants, photographs and other useful accessories to the institute.

File Description	Documents
Paste link for additional information	https://narsammaacsc.org/LinkFiles/5.4.2%20Alumni%20Association%20Annual%20Report%20and%20reg%20docs%2021-22%20Add%20Info.pdf
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

Guided by the stated vision and mission, the College has established a well defined system for governance and the management of the academic, administrative and other responsibilities. The college follows well defined policies and SOPs for free flow of activities

without any hurdles or hesitance. Heads of Departments, Internal Committees and Cells assist the Principal in smooth functioning of day-to-day operations. HODs have the autonomy to manage their domains as effectively as possible within the guidelines provided by the management and faculty follow pre-set goals meticulously for successful functioning of the institution. The various functional committees at the institutional level meet regularly to assess the campus requirements and propose measures to improve the environment on campus.

The Management always encourages the involvement of the staff in the quality assurance, enhancement and decision making process by being members of bodies such as CDC, IQAC, Staff Council, as HODs, or as Coordinators of Cells, Students Council, etc. The Management leads the Principal and staff, towards the fulfillment of the stated mission. The Management is proactive in extending all guidance, support and cooperation. All the stakeholders follow their respective code of conduct and promotes healthy and friendly atmosphere & helping work culture.

File Description	Documents
Paste link for additional information	https://narsammaacsc.org/LinkFiles/6.1.1%20Governance%20of%20the%20institution,%20ision%20and%20miission%2021-22.pdf
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 College has established a well-defined system for governance and the management of the academic, administrative and other responsibilities. Some of the practices of decentralization and participative management that the Institute has undertaken are as below:

1. College Development Committee (CDC):

College Development Committee (CDC) is the statutory body and comprises the members from teachers, non-teaching staff, students, the society, academicians and the management. Policy decisions are finalized by the CDC.

2. Staff Council:

Staff Council acts as a bridge between CDC and Departments including Teaching Faculty Members. All the issues related to the students and staff are dealt in the staff council.

3. IQAC:

IQAC ensures effective functioning of all the curricular, co-curricular, extra-curricular and other developmental programs and activities. IQAC designs institutional policies for ensuring quality in all the aspects.

4. Internal Committees and cells

The IQAC, constitutes different internal committees and cells in order to ensure efficient and effective functioning of the curricular, co-curricular, extra-curricular and other developmental activities.

5. Student Council:

A College establishes Students' Council is a statutory body to look after the welfare of the students and to promote and coordinate the extra-curricular activities for the overall development of the students.

File Description	Documents
Paste link for additional information	https://narsammaacsc.org/LinkFiles/6.1.2%20Effective%20Leadership%20CDC%20IQAC%20and%20Internal%20Committees%2021-22.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College has Curricular Committee for to raise effective ways of curriculum planning and implementation. It designs feedback formats and ensure planning of syllabi and its effective execution. Committee ensures communication of COs, PSOs and POs to the students through Departments every year. The Committee has established feedback system from the students and teachers through online mode. The committee prepares its annual report based on format provided and Students' feedback and submit it to the principal for further action. The process is documented in the "committee designed

Academic Diary" for the individual teachers. The institutional hierarchy in this regard is as follows: University Calendar-CDC-Principal-IQAC-Curricular Committee-HoD-Individual Faculty Members. To improve the process of Teaching Learning, IQAC through curricular committee started for online feedback system from Teachers and the students. Examination Committee maintains effective evaluation system through published academic calendar of all internal assessments. It has the freedom of managing timetable to access the students through internal assessments like zero tests, assignments, class tests, projects, seminars, tours, etc. Committee ensures Continuous Internal Evaluation. It ensures attainments of Program Outcome. It prepares examination related formats for record keeping and ensures analysis of university and internal results by the Departments.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://narsammaacsc.org/LinkFiles/6.2.1%20Strategic%20plan%20and%20its%20deployment%202021-22.pdf
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 organizational structure of the College facilitates its smooth functioning. Smt. Narsamma Hirayya Shaikshanik Trust, Amravati (Parent Body) is the governing body. It ensures that the appointments are in accordance with the rules and regulations laid down by the parent university and the state government. It also ensures that all the employees are abide by duties and benefitted by the provisions made by the service rules. The overall development and governance of the college comes under its purview. It decides the academic policy keeping in view the national policies in higher education, existing priorities and local needs. Regular feedback obtained from the alumni, students, parents and faculty along with suggestions of NAAC peer team form the major inputs for the planning. These inputs are discussed and analyzed by the parent body, the Principal, IQAC, and CDC. The plans proposed are discussed by the respective Cells and committees, fine-tuned as per needs and then finalized. Financial implications and possible hurdles are thoroughly looked into and taken care of before finalizing any plan.

The Principal, Heads of Departments, committee / cell in-charges and office staff, monitor and work together for the effective implementation of these policies.

File Description	Documents
Paste link for additional information	https://narsammaacsc.org/LinkFiles/6.2.2%20Link1%20College%20Annual%20Report%202021-22.pdf
Link to Organogram of the institution webpage	https://www.narsammaacsc.org/pdf/Organogram.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution has effective welfare measures for teaching and non-teaching staff as under:

GPF Facility to the staff appointed prior to 2005

DCPS Facility to the staff appointed since November 2005

Medical Reimbursement facilities.

Medical and extra-ordinary leaves to teaching and non-teaching staff

GPF loan facility through the Joint Director of Higher Education of the region

Group Insurance Scheme for teaching and non-teaching staff

Endorsing for easy loan facility by giving declaration through Salary deductions

Gratuity after the retirement

Endorsing for any Other Government facility in favor of employees

File Description	Documents
Paste link for additional information	https://narsammaacsc.org/LinkFiles/6.3.1%20Link%201%20welfare%20schemes.pdf
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

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

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

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

03

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

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

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

06

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

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

Institution follows guidelines and formats of Parent University regarding the appraisals of the teaching staff.

Format of Performance Based Appraisal System (PBAS) and Academic Performance Indicator (API) given by the University is followed by the Institute.

Confidential Reports (CR) of all the teachers are prepared by the principal. The CR includes evaluation assessment report by the Principal prepared every year on the basis of Self-Assessment Form for the College Teachers.

College also has feedback system for teachers by students. Depending upon the analysis of the feedback from students for teachers, letters of suggestions are given to the concerned teachers. Principal also gives the report of analysis done on the basis of feedback to those who have up to the mark scales also. The major parameters of the feedback are academics, inter-personal

skills, ICT skills, knowledge, teaching etc.

The output of the system in the form of feedback from stakeholder to improve the staff is improved through the letter of suggestions given by Principal.

File Description	Documents
Paste link for additional information	https://narsammaacsc.org/LinkFiles/6.3.5%20Institutions%20PBAS%20and%20Feedback%20Add%20Info%20Link.pdf
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

Internal Audit:

College Development Committee (CDC) is the supreme authority to handle all the financial matters of the college. As per the budget allocation approved by CDC, Principal expedited the amount.

- Details of expenditure are maintained by the administrative office according to the standard norms and policies of the accounting.
- College regularly provides inputs to the Auditor. Auditor's draft Audit Report is discussed in CDC meeting for queries and approval. Auditor finalizes the report and submits it to Principal.
- Audit report constitutes all the heads of fees collected in

its Income-Expenditure Statement.

- The queries from the Auditing agency are noted by the administrative office and then these are resolved after the discussions with Executive Council and Principal.
- Financial Deficit is communicated to Executive Council . It is the responsibility of the Principal to settle the accounts as per the heads given in the internal audit.
- The Internal Audit is the regular process of the Institution.

External Audit:

- External audit is carried out by State Government periodically. Hence, as and when Government requires audit of a particular Institution it is undertaken by the Auditor General. The institution submits the application with the Government for undertaking the external audit.

File Description	Documents
Paste link for additional information	https://narsammaacsc.org/LinkFiles/6.4.1%20Audit%20Statement%202021-22%20Link%20File.pdf
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	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

- Basic financial resource to the College is collection of fees.
- For major purchases, Principal moves the issues through

College level Purchase Committee.

- Committee decides over the quotations, called, based on merit, if needed, Principal after seeking permission from the CDC ensures the head wise collection and expenditure of the amount collected.
- The Principal prepares annual budget and expenditure statements and accordingly head wise expenditure of funds is confirmed.
- Major fees collection heads are displayed and provided to the students in the College prospectus.
- Major financial expenditure heads are: Cultural activities, Games and sports, Purchase and maintenance of lab equipment, College exams, Laboratories, Domestic bills, Garden, University Gazette fees, Gathering expenses, Library expenses, Migration fees, Printing, Stationery, Refreshments, Postage expenses, I Card expenses, BT Card expenses, University affiliation fees, Youth festival expenses, Salaries to the employees under self-financed programs/courses, advances if any, etc.
- Funds are collected and mobilized as per the heads stated above.
- Financial deficit, if any, is managed and overcome by Parent Management.
- Management also administrates the financial requirements of the College by providing direct financial help by developing and augmenting the infrastructural facilities
- College Development Committee takes the decisions about major and emergency purchases, if any.

File Description	Documents
Paste link for additional information	https://www.narsammaacsc.org/LinkFiles/6.4.3 %20College%20Prospectus-21-22.pdf
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 key role of maintaining and upholding the quality of Academics, curriculum enrichment, co-curricular activities, extracurricular activities, supportive professional development programs. In this context IQAC through its mechanism of receiving feedback from key-stakeholders like students, teachers, alumni and

parents, designs and implements institutional strategies for the overall development of the College. Following two practices are the significant examples of the initiatives undertaken by the IQAC.

1. Campus with minimum use of paper:

In tune with the institutional vision of supporting environmentally sustainable practices, the IQAC decided to cut the use of paper stationary for the communication and report submission and other practices. In order to achieve this, IQAC initiated the policy of making the use of e-communication methods only. All the departments, Committees and Cells are encouraged to communicate in soft copies only.

2. Use of Google Classroom:

In order to make the teaching-learning-evaluation process more flexible, learner oriented and feedback centered, the IQAC called upon the Departments to make use of the online teaching-learning platforms for their classes. In response to this policy most of the Departments have started their own Google classrooms. The IQAC hopes to make it a more wide-spread activity in near future.

File Description	Documents
Paste link for additional information	https://www.narsammaacsc.org/LinkFiles/IQAC%20MoM%20&%20ATR%202021-22.pdf
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 has a well-conceived process of curriculum planning and execution under the broad guidelines of SGB Amravati University.

The college through Curricular Committee interacts with the teachers regarding effective ways of curriculum planning and implementation.

The IQAC has instituted a mechanism of students' feedback on curriculum and its transaction. The feedback is analyzed for formulating the institutional strategies towards rectification of shortcomings. Principal reviews teaching-learning process, structures and methodologies of operations and learning outcomes at

periodic intervals through the meetings with Staff Council and other relevant Committees.

IQAC prepares Institutional calendar which includes schedule for periodic assessments, and for promoting the students through the seminars, local visits, excursion and study tours, assignments, group discussions.

The examination Committee prepares and displays program outcomes, program specific outcomes and course outcomes. The attainments of learning outcomes are measured through a carefully drafted method. These attainments of learning outcomes reveal the shortcomings and

the achievements of the learners. Accordingly measures for the improvement are suggested viz. Implementation of remedial courses and special guidance for advanced learners.

In this way, IQAC ensures the qualitative execution of the areas related to teaching, learning, evaluation, governing structures through governing Committees, methodologies of operations, learning outcomes etc.

File Description	Documents
Paste link for additional information	https://narsammaacsc.org/LinkFiles/6.5.2%20College%20and%20Univerrsity%20Academic%20Calender%20Link.pdf
Upload any additional information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.narsammaacsc.org/LinkFiles/6.2.2%20Link1%20College%20Annual%20Report%202021-22.pdf
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

The institution promotes gender sensitization through cocurricularactivities The College has Women Cell and the Grievance Redressal Cell for Women which undertakes various programs toensure issues like gender sensitivity are understood by students and staff. The Cell organizes workshops, seminars and otherprograms to sensitize students, staff and the neighborhood community towards the issues like gender-equality, women's rights,etc. The institution constituted the following committees as per normslaid by University/UGC/Institution. Grievance Redressal and Anti- Ragging Committee, Sexual harassment prevention cell, Students'Disciplinary Committee which cares for the well-being of students and staff. The functions of these committees are displayed on thewebsite of the institution and information is being disseminated to the students through orientation and induction programs. The institution has special NCC unit for girls. NSS department ofthe institute has a special Ladies Program Officer to take care of the girls. Female employees also get maternity leave, child care leave andare also entitled for leave on adoption of child.

The institution provides safety and security facilities such as CCTV Surveillance and security guards. There are separate washroom facilities for girls and Sanitary napkin vending/disposal machinefor the safe and hygienic disposal of sanitary napkins.

File Description	Documents
Annual gender sensitization action plan	https://narsammaacsc.org/LinkFiles/7.1.1%20Annual%20Gender%20Sensitization%20Action%20Plan%2021-22.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.narsammaacsc.org/LinkFiles/7.1.1%20Specific%20facilities%20provided%20for%20women%20Link%202.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

D. Any 1 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

Institution segregates solid degradable waste like plant leaves and nondegradable waste like paper waste. Biodegradable waste is utilized in the small Vermi-compost plant in the institution with production capability of 35-40 Kg of compost manure. The non-degradable of the waste is collected by the local municipal waste collecting vehicle on regular basis. .

The bulk of the e-waste is generated from thecompuuterlaboratories. The e-waste is collected in a designated box in thedepartment. Annual stock Checking program designates the e-wastegenerated for the year. The collected e-waste is then disposed offthrough the Vendor under AMC.

Laboratory wastewater (Liquid waste) is treatred by using softening method. Waste softening pit. have dimension 4×4×5 cubic ft and has three layers.Lowest layer contains lime stone lumps leaving behind

particulate matter, the middle layercontainins wood charcoal adsorbes coloring and other organic matter and the upper layer contains sand coveredwith clay to neutralizes acidic content.

E-waste management The e-waste generated from the compuuterlaboratories is collected in a designated box in thedepartment. Annual stock Checking program designates the e-wastegenerated for the year. The collected e-waste is then disposed offthrough the Vendor under AMC.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	[View File](#)

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

C. Any 2 of the above

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:

B. Any 3 of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	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

C. Any 2 of the above

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

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

The institute is proactively taking efforts in providing an inclusive environment. The initiatives are to promote better education, economic upliftment of the needy and setting communal harmony.

The college celebrate the cultural and regional festivals, like teacher's day, orientation and farewell program, Induction program, rally, oath, plantation, Women's Day, Yoga Day, etc. Motivational lectures of eminent persons are arranged for all-round development of the students and to make them responsible citizens following the national values of social and communal harmony and national integration. Besides academic and cultural activities, we have strong infrastructure for variety of sports activities for the physical development of the students.

Institute undertakes various initiatives in the form of celebration of commemorative days, National Festivals, NSS and other such activities to provide for an inclusive environment. These functions help in developing tolerance harmony towards culture, region and linguistics and also communal social economics and other diversities.

Annual Blood donation camp earmarks voluntary contribution for the noble cause of serving society and proudly adorn the badge of a blood donor.

A week long residential NSS Camps are organized in nearby villages to conduct activities for rural socio-economic development by the students.

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 students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities. The institute conducts awareness programs on the ban on plastics, cleanliness, Swachh Bharat, etc.

Constitution day is celebrated on 26th November every year. The program initiates with Preamble reading of the constitution followed by lectures on the sensitization of students on responsibility towards the constitutional values, rights, duties and responsibilities of citizens.

Environmental science department sensitize the students on the preservation of the ecosystem and environment, green practices, conservation of natural resources, alternative source of energy and renewable energy.

Every year Institute celebrates national and international commemorative days, events and festivals involving Students, Staff, Invitees, guests and any attendees.

Every year institute organizes blood donation camp. The students are sensitized on the importance of the activity and are encouraged to participate in saving the lives.

Students consistently and regularly participate in the cleanliness activities on the several occasions including Mahatma Gandhi Jayanti. Moreover, students are encouraged for active participation in the plantation.

Students are made aware about the code of ethics, human values, rights, duties and responsibilities as a citizen of India during induction as well as other programs throughout the year.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://narsammaacsc.org/LinkFiles/7.1.9%20Sensitization%20of%20students%20Activity%20Details%20Link%201.pdf
Any other relevant information	https://narsammaacsc.org/LinkFiles/7.1.9%20Sensitization%20of%20students%20NSS%20AR%20Rel%20Info%20Link%202.pdf

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

C. Any 2 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

The College has always been taking initiative in organizing the national festivals like Independence Day, Republic Day and Maharashtra Din and birth and death anniversaries of great Indian personalities as a part of enriching curriculum and the process of transfer of values and wisdom along with the knowledge.

The Extracurricular Committee organizes several programs every year. In 2020-21 the programs organized are : Savitribai Phule Jayanti,

Netaji Subhashcandra Bose Jayanti, Mahatma Gandhi and Lal Bahadur Shastri Jayanti, Shri Shivaji Maharaj Jayanti, APJ Abdul Kalam Jayanti, Dr. Babasaheb Ambedkar Jayanti, Mahatma Jyotiba Phule Memorial Day, Dr. Baba Saheb Mahaparinirvan Diwas, Veer Sawarkar Jayanti, Sant Gadge Baba Birth and Death Anniversaries, Dr Ranganathan Birth Anniversary.

The institute also celebrated Commemorative days such as Teachers Day, International Women's Day, Marathi Bhasha Gaurav Din, The constitution Day, International Ozone Day, National Science Day, World Wildlife Day, World Water Day and International Biodiversity Day.

The speakers revealed the greatness of the leaders and the values and importance of that they are remembered for . In most of these programs the students are encouraged to participate actively and speak about the great personalities. These programs are organized by the students under the guidance of Extracurricular Committee.

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

7.2 - Best Practices

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

Best Practice 1:Reuse of Paper

Objectives:

• To promote optimum use of the partially used papers

• To sensitize the stakeholders towards the judicious use of paper.

• Promote litter-free campus

Context: After the mandatory period of record-keeping is over, the partially (1 side) used papers go waste. In order to arrest this great waste of resources the institute decided to reuse these papers

for printing and writing purposes.

The Practice: The head, department of Computer Science devised a mechanism to collect, distribute and keep an account of the usage of used paper.

Evidence of Success: The college saved about 52 reams costing about 13000/- annually.

Best Practice 2:Book Exhibition

Date: 28/12/2021 to 30/12/2021

Organizers: Library and Library advisory committee

Level: College Level

Objective: To create awareness among the students about new books for competitive exams

The Context:

A book fair is an excellent opportunity to build students' home libraries, further their reading and comprehension skills, and build knowledge and vocabulary.

?????The practice: Library department organizes three-day Book Exhibition every year to exhibit approximately 550+ books. The visitors include students, research scholars, teachers and management members.

Program Outcome: Awareness regarding the study material available for Competitive and other Entrance Examinations.

File Description	Documents
Best practices in the Institutional website	https://www.narsammaacsc.org/LinkFiles/7.2.1%20Best%20Practices%20implemented%202021-22.pdf
Any other relevant information	Nil

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

Name of the distinctive Practice:ENVIRONMENTAL EDUCATION AND AWARENESS PROGRAMME FOR SCHOOL STUDENTS

The Context:

The main focus of Environmental Education (EE) is to expose students to the actual world they live in. They have to be acquainted with the environment related issues and problems. They must also be able to look at the environmental problems and concerns, analyze, evaluate, draw inferences and equip themselves to resolve them.

Objectives:

To crreate awarenes on Environment,Environmental issues and protection, Skills and Capacity Building,Participation in environmental decision making.

The Practice:

Department organizes Environmental Education and Awareness programme at school level. The final year degree (B.Sc. III) students share their basic knowledge about environment, its status, degradation and conservation to the school going students with the aim to make the school going students aware of the importance of our environment and to make them responsible and sensitive towards environmental conservation.

Achievements:

- Improvement in academic and presentation skill among students
- Propagate objectives of environmental conservation and awareness among school students

Department organized the activvity at school level in 2021-22 . 39 students from B.Sc.-III visited to 18 different schools from nearby vicinity and presented their views on basic environment and environmental conservation.

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 institution has a well-conceived process of curriculum planning and execution under the broad guidelines of SGBA University, Amravati. The curricular committee is established by IQAC to interact with the teachers regarding effective ways of curriculum planning and implementation. The committee ensures the smooth and effective execution of curricular processes through periodic feedbacks from the department-heads.

Apart from this on the departmental level the committee ensures that Course Outcomes, Program Specific and Program Outcomes are communicated to the students. The Committee promotes remedial coaching for slow learners to improve their learning outcomes.

The committee designs the formats for: a) Teaching-plan b) Teaching –execution c) HoD-Analysis d) Students' Feedback on teaching-learning and evaluation. The committee prepares its annual report based on HoD analysis and the analysis of Students' feedback. The report along with suggestions for improvement if any is submitted to the Principal. The principal discusses the report with IQAC. Letters of suggestions for improvement / commendation for good performance are issued to the concerned faculty members.

The whole process is documented on various levels. The individual teachers keep the record of daily teaching along with the monthly teaching plans. For this purpose, the committee designs Daily Diary for the teachers. Secondly the formats for teaching execution are filled in regularly by the teachers. The teachers' formats are reviewed by the Curricular committee through respective HoDs. Such reviews ensure effective curriculum delivery through suggestions for corrective measures.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://narsammaacsc.org/LinkFiles/1.1.1%20Curricular%20Committee%20Annual%20Report%202021-22%20Link.pdf

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

The College follows the Academic Calendar of the Sant Gadgebaba Amravati University (SGBAU). On the basis of this calendar College prepare its own academic calendar comprising of the Curricular and Co-curricular Activities to be carried out throughout the year and published it in college prospectus and displayed on the college website. Based on this, each department prepares their own annual calendar and conveys it to the students.

The college academic calendar lists out the schedules regarding Admissions, Academics, Baseline assessment, Internal Assessments, Curricular, co-curricular, extracurricular activities, and other activities on campus.

The college internal examinations are also conducted according to the time schedule declared through the examination committee in the first term and the second term of each semester. Thus, the institution adheres to the academic calendar for the conduct of various activities right from admission process to final University examination.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://narsammaacsc.org/LinkFiles/1.1.2%20Link%20Adherence%20to%20the%20Academic%20and%20Assessment%20calendar.pdf

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	**A. All of the above**

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

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

08

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)

03

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

69

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

We as an institution of higher education have always been aware of the various issues of social, ecological and environmental significance. Almost all the programs have subjects and courses having exposure to the issues like gender equity, sustainable life

style, human values and professional ethics. In the UG program of BA students study subjects like Sociology, Political Science, History, Economics and Literature. The issues of skewed sex-ratio, secondary treatment to girl child and harassment of women are discussed in the curriculum of subjects like Sociology and Literature. The students are made aware about the professional ethics and human values through curriculum of Literature, political Science and History. The students of BA Part II and BSc Part II have Environmental Studies as a compulsory subject. This subject ensures that students are well-informed and sensitized about the issues like sustainable life-style and environment friendly practices. The department of Environmental Science undertakes field-projects, study tours and excursions to handle the issues like environmental pollution and ecological imbalance in their UG and PG courses. Apart from this, the concerned

departments, committees and Cells

undertake various programs to make the students aware about the cross-cutting issues of gender equity, human values and environmental sustainability.

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

01

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	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

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

83

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	B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://www.narsammaacsc.org/LinkFiles/1.4.1%20Stakeholder%20Feedback%20Reports%202020 21-22.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.narsammaacsc.org/LinkFiles/1.4.1%20Stakeholder%20Feedback%20Reports%202020 21-22.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 students admitted during the year

1023

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

640

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution assesses the learning levels of the students after admission and organizes special programs for advanced and slow learners in the following ways:

Slow Learners:

Students are counseled at the time of admission. At the beginning of session bridge courses are conducted for a weak in order to make the students cope-up with the difficulty level in the syllabus. Based on the entry level course brief syllabus modules are prepared by the concerned departments.

The College through its Departments identifies students on the basis of their previous year's performance. The lists of slow and advanced learners are maintained by the concerned Departments. This is further useful for conduct of Remedial Teaching Programs. Special attention is given to the academically weak students.

Advanced Learners:

Advanced learners are given challenges to channelize their performance. They are given opportunities to participate in Seminars and conferences, poster competitions, inter-collegiate debates, elocutions and quizzes, Avishkar competition. Advanced learners are also encouraged to access additional study materials from N-List and other digital resources. Central library extends the helping hand to the advanced learners through its Book-Bank Scheme. On the departmental part, the advanced learners are appreciated by giving awards for their excellence.

File Description	Documents
Paste link for additional information	https://narsammaacsc.org/LinkFiles/2.2.1%20Learning%20Levels%20Assessments%202021-22%20Add%20Info.pdf
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
1023	45

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

Almost all the departments conduct various activities and events that involve Experiential Learning, Participative learning and Problem-solving methodologies as follows:

Experiential learning skills include field and educational tours, excursion and projects, visits to other institutes, seminars and expert's talks are organized. Field trips are organized by departments to study natural science phenomena and to learn from observation. ICT enabled teaching is practiced by most of the teachers. Students are given individual projects and class assignments, focusing on self-study and independent learning. They are also assigned group projects and activities which promote peer learning and team building. The projects are also

indicative of the problem-solving methodology of learning.

"Mohor", and "Beej Ankure Ankure", are annual wall magazine with active participation of the students to express their creativity in the form of poems, articles, scripts etc.

Physics and English departments also conduct theme-based activities, "A Wall Magazine" and "Lit-Wall" to provide platform to students to express their creativity in the various forms which ensures the experiential and participative learning of the students.

All these activities ensure that innovative learner centric methodologies such as experiential learning, participative learning and problem-solving ways are used during the process of teaching learning evaluation.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://www.narsammaacsc.org/LinkFiles/2.3.1%20Student%20centric%20methods%20Additional%20Info.pdf

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

Institute promotes ICT to support, enhance, and optimize the delivery of education. Teachers are advised to use blended mode of instruction to engage students in long term learning by using online education resources, social media, blended learning platforms like google classroom to effectively deliver teaching and provide enhanced learning experience to the students. The ICT Tools used by the Institute include Projectors, Desktop and Laptops, Printers, Scanners, etc. YouTube, E- mails, WhatsApp group, Zoom, Google Meet, Microsoft Team, Google Classroom, Digital Library resources , PowerPoint presentations. are used as platforms to communicate and provide learning material, make announcements, conduct tests, upload assignments, make presentations, address queries, mentor and share information.

PowerPoint presentations are used to improve the effectiveness of the teaching- learning process. Faculties are encouraged to use digital library, online search engines and websites to prepare

effective presentations. Students are counseled with the help of video Conferencing tools like Zoom/ Google meet, etc. Recorded video lectures are made available for long term learning and future reference. Various technical and management events such as Poster presentations, Project presentations, etc. are organized with the help of various ICT Tools. The library also provides access to free and subscribed online journals.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

45

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

45

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

23

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

598

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.

The internal and continuous assessment enables the teacher to identify weak and advanced learners. The Institution ensures that all students are aware of the evaluation process through the syllabus and prospectus.

The practice of conducting class tests, MCQ tests, viva-voce examinations, assignments, projects, seminar, field visits are the part of the teaching learning process. This enables the teacher to evaluate the performance of the student and take necessary steps to cover any learning gap. The problem areas are identified and remedial action initiated. This helps students to identify their strengths and weaknesses and work on problems areas.

Before the session begins, teaching plans for UG and PG classes are prepared. Guidelines for teachers and students for internal assessments are prepared as per the University guidelines through College Internal Examination Committee. Dates for the internal tests/class tests assignments are notified on the college notice boards and announced by faculty in the respective classes at least a week in advance. After evaluating, answer sheets/assignments/projects are shared with students and marking pattern is discussed.

The internal assessment marks are displayed on the notice board at the end of the semester.

Thus the transparency and robustness of the evaluation system is ensured.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://www.narsammaacsc.org/LinkFiles/2.5.1%20Mechanism%20of%20internal%20assessment%20Add%20Info.pdf

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

The grievances of the students related to examinations are addressed at two levels:

One is at college and another is at university depending upon the nature of the grievances. Grievances related to the internal

assessment are handled by the examination committee and departments of the College whereas grievances related to the external assessment are forwarded to the University. Students on demand are provided with photocopies of their answer sheets for reviewing the evaluation conducted.

In case of grievances being unresolved, student has to apply within 8 days of displaying the internal marks. College collects the applications on prescribed forms and forwards it to the authorities concerned. The facility for rechecking and reevaluation of answer sheets is available for the students. Students are free to approach teachers to resolve their queries related to internal assessment. Unsatisfied student may approach head of Examination committee or the principal. Thus, grievance redressal with reference to examinations is transparent and timebound. All complaints are attended and resolved in a short time. For the grievances related to university examinations, student has to apply in prescribed format with fees within 15 days of declaration of result. The time taken depends on the policies of the parent university.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.narsammaacsc.org/LinkFiles/2.5.2%20Mechanism%20to%20deal%20with%20internal%20examination%20related%20grievances%20Link.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Program outcomes, program specific outcomes and course outcomes for all programs offered by the College are stated and displayed on the College website.

For each program and course offered by the college, a unique set of learning outcomes have been defined. These are linked to the broad program outcomes. POs, PSOs and COs are prominently displayed on the home-page of the College website. Similarly, PSOs and COs are also included on the web pages of the concerned Departments. In addition to these the Departmental pages also have a complete and comprehensive list of the programs taught in

the department with details of program objectives.

Moreover, at the beginning of the session, POs, PSOs and COs are communicated to the students in the class-rooms by the faculty members of the concerned departments.

A copy of POs, PSOs and COs has also been kept in the Department for the review of the visitors, students and other stakeholders.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.narsammaacsc.org/pdf/POs_PSOs_COs.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The program outcomes are measured through the students engagement in various activities over a period of time. Students are involved in curricular, co-curricular and extracurricular activities through their departments, NSS, NCC, and different committees. Students organize a variety of programs in their departments during the year including inauguration of respective societies and study boards, poster competition, annual social gathering, farewell function, university level mega cultural event "Youth Festival" and the Science Festival "Avishkar", etc.

Departments also engage in social outreach activities. On these occasions students display their discernment, social skills, communication skills, creative skills, leadership skills, spirit of team work, readiness to take responsibility, be accountable, etc. Program specific outcomes are measured through both academic and non-academic performances of the students.

The performance of the students in the internal and external examinations, in the practicals, projects, seminar and assignments, participation in class activities are some of the means to measure the program specific outcomes and Course outcomes.

Students are also measured continuously based on their regularity, receptiveness, class discussions, and the overall

quality of their conduct. Their performance in the internal examinations provides the initial indication of their learning outcome.

Thus the attainment of programme and course outcomes are evaluated.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.narsammaacsc.org/pdf/POs_PSOs_COs.pdf

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

165

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	https://narsammaacsc.org/LinkFiles/2.6.3%20Pass%20percentage%20of%20Students%20Add%20Info.pdf

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://narsammaacsc.org/LinkFiles/2.7.1%20Student%20Satisfaction%20Survey%2022-23.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)

`00`

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

`20`

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

`00`

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Institution has an established innovations ecosystem which includes Central Instrumentation Cell, Research Centers, Study Circles, Student Development Committee, Co-curricular Committee, Eco-Club and Botanical Garden which act as Incubation Centers for tapping latent creative talents in students and teachers.

Central Instrumental Cell:College has established CIC to facilitate the research work among faculty and students. Cell provides instrumentation facilities and services for M. Sc. Projects and research work.

Research Laboratories and Centers:07 Research laboratories are approved by parent university and 30 students are pusuing their Ph. D. at these centers. 23 out of 28 permanent teachers have obtained Ph. D. degree and 20 teachers are recognized Ph. D. Supervisors.

Projects for PG students:Project work is an important component of PG curriculum. PG students complete their projects under the supervision of their respective PG teachers.

College publishes "Mohor" annual magazine through active participation of students on editorial board having literary interest and talents.

Co-curricular Committee ensures students participation in intercollegiate student research convention AVISHKAR.

Deptartments of English, Physics and Marathi publish Annual Wall Magazines contributed by students.

Wild Life Week Celebration is jointly organized under Ecoclub and Botanical Garden

The Institute has well-curated Botanical Garden to help students learn more about plant species.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://narsammaacsc.org/LinkFiles/3.2.1%20Innovations%20Ecosystem%20Add%20Info%2021-22.pdf

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

01

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

04

File Description	Documents
URL to the research page on HEI website	https://www.narsammaacsc.org/index.php#
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

year

09

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

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

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

05

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

3.4 - Extension Activities

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

The college through its departments and internal committees is conscious about its responsibilities for shaping students into responsible citizens of the country by making students aware of social issues through various programs like environmental, educational, health and scientific Awareness, Promotion of Gender Equity, community awareness for judicious use of electricity, etc.

These extension activities have given the participants exposure to the real-life situations. Apart from this the significance of clean surrounding, hygiene, sanitation in the neighborhood, garbage disposal, and sensitizing the community at large to these vital issues. These initiatives have gone a long way in holistic development personality of the participants of these Programs.

Programs on women empowerment creates awareness among girl

students of their condition and their rights, and among boys a sensitivity towards problems of women, leading to decreasing of gender bias and patriarchal prejudices. All these leads to informed, balanced and responsible citizenship.

The activities listed above are indicators of the manner in which multiple issues of social, political and economic significance are discussed and dealt with in order to create sensitivity and understanding among students and contribute to the balanced development of their personality, so that committed and ethically informed citizenship is created.

File Description	Documents
Paste link for additional information	https://narsammaacsc.org/LinkFiles/3.4.1%20Extension%20Activvities%202021-22.pdf
Upload any additional information	View File

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

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

01

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

3.4.3 - 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

3.4.3.1 - 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

06

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 during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

380

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

04

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate

houses etc. during the year

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

06

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 College spans over 10.5 acres with 3225.59 SQM built-up area and has.03 UG and 05 PG programmes in the subjects Chemistry, Computer Science, Environmental Science, Industrial Chemistry, and Mathematics, 05 Research Laboratories in the subjects Botany, Chemistry, Mathematics, Physics and Sociology.

The college has 14 ICT enabled departments and 15 classrooms The college has 08 ICT enabled laboratories admeasuring 628.43 SqM and 05 Research laboratories admeasuring 120.50 SqM. Two computer laboratories have 68 desktops. College has 07 laptops, 09printers, 06 printers/scanners, 02 scanners, 01 copier, 04 digital cameras, 01 digital microscope objective camera.

The Computer-student ratio of the college stands at 1:9. The College also has a fully digitized weather station. ICT enabled Laboratories and Research Centers. The laboratories also have safety aids such as fire-extinguishers, first-aid box, display of safety instructions and adequate ventilation and illumination facility.

The College has a Library with access to online journals and other resources, access to INFLIBNET N-List, reading space,stack room and text and reference books, journals, magazines and news-

papers, 06 encyclopedia in 39 volumes, 10 desktops and OPAC The College has Central Instrumentation Cell (CIC) to facilitate Instrumentation facilities and services with minimum maintenance charges to the research students.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://narsammaacsc.org/LinkFiles/4.1.1%20Policy%20for%20infrastructure%20Upgrade%20Link.pdf

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

The College has excellent physical and cultural infrastructure facilities. The college has a full time Physical Director who heads the department. Indoor Games Facilities: Chess and Table Tennis Outdoor Games: The institute has playfield areas for outdoor gameslike Cricket, Soft Ball, Base Ball, Volley Ball, Kho Kho,Football, Kabaddi, and Archery. The College has well equippedHealth Center (Yoga and Gymnasium) Department of Physical Education is the Department from where thestudents represent the college in various sports competitions.

Cultural Facilities: The institution provides excellent support and training facilitiesfor different competitions in performing arts and other cultural activities. Student Development Committee and Extra curricularCommitee of the College organizes different programmes throughoutthe year. The Committee also has an MoU for training purposes.

- Students participated in competitions at University, Stateand National level and won many honours for theinstitutions.
- Dance, Drama, Song Competitions are the part of the annualcultural gathering, Rangoli, Essay, Dish Decoration, Flowerdecoration competitions are also organised.
- The institute also takes support of the external experts forthe preparation of cultural events like dance and drama andprovides financial support to the student partcipants forentrance fees for competitions at local and higher level.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://narsammaacsc.org/LinkFiles/4.1.2%20Facilities%20for%20cultural%20sports%20games%20Link.pdf

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

15

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://narsammaacsc.org/LinkFiles/4.1.3%20Classrooms%20and%20seminar%20halls%20with%20ICT%20Link%20File.pdf
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)

4.89

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)

- **Name of ILMS software: Library Management System**
- **Nature of automation (fully or partially): Partially**
- **Version: 01**
- **Year of Automation: 2010**
- **Library has an adequate collection of Text books, Reference books and others books**
- **Library has peer-reviewed journals and bound volumes of journals.**
- **The reading room is available to the students and it provides conducive environment for study.**
- **OPAC: The library has Library Management System. The library has a dedicated 10 terminals for students to search for the availability of the titles.**
- **The library also has "Offline Public Access Catalogue" (OPAC) for users.**
- **The library offers a single window service where information about the user circulation status, availability of the titles etc. can be sought immediately.**
- **Similarly various types of reports can also be generated with the use of above-mentioned software.**
- **Books-database has been created along with users-database.**
- **The core processes of the library like issuance and return of books are partially automated. Manual Registers are also kept as an additional supporting system.**
- **E-Resources: The library is a member of N-list consortia of information library network (INFLIBNET). Under this consortia library provides more than 97000 e-books and 6000 e-journals to students and faculty members.**
- **Internet facility with computer system CDs, DVD, printer is available in the library**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://narsammaacsc.org/LinkFiles/4.2.1%20Integrated%20Library%20Management%20System.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-	A. Any 4 or more of the above

resources

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)

1.60

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

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

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

45

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 institution regularly updates its IT facilities to serve the students with best facilities.

Broadband Internet connection with 200MBPS is available in all department and Computer Laboratory.

The College also has free limited internet connectivity by "Jio-NET". WiFi facility is available at in the campus.

05 classrooms / 04 laboratories have been equipped with LCD projectors.

The college has 115 computers and Laptops in working condition. The Principal's cabin and the Administrative office is fully computerized.

The entire campus is monitored by 20 CCTVs installed at strategic places helps monitor the campus activity. There is 01 Large TV screen monitor in Principal's office which records the activity 24x7.

Office related Software is used for the convenience of Admission Process.

In session 2014-15, 15 licensed Microsoft Windows8.1 SI(MSIN7100#) software have been purchased from the authorized dealer.

In session 2015-16, the institute has purchased 22 desk-top computers, 03 LaserJet Printers, Wi-Fi modem 8 port switches D link, Quick Heal Antivirus, 10 Microsoft Windows licensed software. 02 licensed Microsoft Office SNGL OLPNL ACDMC Quantity.

In 2018-19, 30 licensed Microsoft Windows SL8.1 ENG1PK DSP OEM, 06 Microsoft Msoffice-16 Academic Pro plus Paper License software were purchased.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://narsammaacsc.org/LinkFiles/4.3.1%20IT%20facilities%20Frequent%20updates.pdf

4.3.2 - Number of Computers

115

File Description	Documents
Upload any additional information	View File
List of Computers	View File

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

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

34.29

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.

The institution has made adequate arrangements for the maintenance and upkeep of the college infrastructure. IQAC manages comprehensive procedures of quality enhancement and sustenance. Setup of committees like College Development Committee, IQAC, UGC Committee, Purchase Committee, Library Advisory Committee, Student development Committee etc. help IQAC to effectively tap and check available academic and support

facilities. These committees provide continuous feedback to IQAC in order to enable it to take required measures. Special attention is paid to the needs of upgradation and updating of the facilities.

The aim of the comprehensive procedures is

- To achieve optimum utilization of facilities and services.
- To receive constant, uninterrupted and smooth functioning of physical, academic and support service facilities.
- To prevent misuse and misconduct of resources and services.
- To achieve timely up-gradation, repairing and replacement of the resources and services.
- To set standardized maintenance and utilization procedures for resources.
- To reduce probabilities of accidents at workplace for ensuring safety.

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities.

The College has AMCs with vendors for cleanliness, maintenance, civil works, electric works and computers, website maintenance.

College has a system of conduction of Energy Audit and Regular Security Services

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.narsammaacsc.org/LinkFiles/4.4.2%20Established%20Systems%20and%20Procedures%20for%20Maintainance.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

523

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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

47

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	D. 1 of the above

File Description	Documents
Link to Institutional website	https://narsammaacsc.org/
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

193

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

193

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	B. Any 3 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

`00`

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	[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

`47`

File Description	Documents
Upload supporting data for student/alumni	[View File](#)
Any additional information	**No File Uploaded**
Details of student progression to higher education	[View File](#)

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

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

`02`

File Description	Documents
Upload supporting data for the same	[View File](#)
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	[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.

17

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

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

As per the State government's regulations Sant Gadge Baba Amravati University held Students Elections every year.

The college under the directions of the University conducts elections to the Student-Council every year. The students' Council body has representatives from the categories of girls, sports, cultural, NSS and all the courses. The Students Council organizes the Annual Gathering and other sports and cultural activities. Apart from this the president of the Student council is nominated as a member of the College Development Committee. Similarly students also have their representatives in the various Committees of the college like IQAC, National Service Scheme (NSS), etc. The elections to the Student-Council are deferred till the next order by Government of Maharashtra wide GR Dated 25-08-2015 and the parent university order Dated 31-08-2015.

However, institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities such as students representation on various bodies such as part of various committees and subcommittees . The Annual Gathering is conceptualized and

organized by the Students.

Here the students are given the platform to exhibit their organizational, managerial and administrative skills.

File Description	Documents
Paste link for additional information	https://narsammaacsc.org/LinkFiles/5.3.2%20Presence%20of%20an%20active%20Student%20Council%20Add%20Info%20Link%20File.pdf
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

42

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

The Alumni Association and its Contribution to the Institute.

The Alumni Association Cell of the college is registered with the Charity commissioner of the state, managed by the in-charge teachers. The Cell acts as a bridge between the college and the Alumina. The Cell contacts and organizes the visits of prominent Alumni to the campus. There are many ways the Alumni contributes to the welfare of the college. Most significant contribution of

the Alumni is the motivational and professional guidance related to career opportunities and life-choices. Many of the Alumni working with the prominent corporations and institutions hold talks to the students and offer valuable guidance to them. Some of the prominent alumni-speakers are:

Hitesh Majithiya environmental Engineer, Qatar(UAE)

Prof. Aruna Kakde, Asst. Professor, Shri Shivaji Science College Amravati

Prof. Rahul Ghongde, Aniruddha Mahajan, TISS Mumbai

Trishul Thakur, Pune

Swapnil Wathodkar, Asst. Manager, Environmental Safety, Pune,

Anirudhha Wathodkar, Regional Manager, Asian Paints.

Apart from the lectures and talks, some of the Alumni contributed through donating books to the library and the parent departments. Some of the ex-students and their parents gifted plants, photographs and other useful accessories to the institute.

File Description	Documents
Paste link for additional information	https://narsammaacsc.org/LinkFiles/5.4.2%20Alumni%20Association%20Annual%20Report%20and%20reg%20docs%2021-22%20Add%20Info.pdf
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

Guided by the stated vision and mission, the College has established a well defined system for governance and the management of the academic, administrative and other responsibilities. The college follows well defined policies and SOPs for free flow of activities without any hurdles or hesitance. Heads of Departments, Internal Committees and Cells assist the Principal in smooth functioning of day-to-day operations. HODs have the autonomy to manage their domains as effectively as possible within the guidelines provided by the management and faculty follow pre-set goals meticulously for successful functioning of the institution. The various functional committees at the institutional level meet regularly to assess the campus requirements and propose measures to improve the environment on campus.

The Management always encourages the involvement of the staff in the quality assurance, enhancement and decision making process by being members of bodies such as CDC, IQAC, Staff Council, as HODs, or as Coordinators of Cells, Students Council, etc. The Management leads the Principal and staff, towards the fulfillment of the stated mission. The Management is proactive in extending all guidance, support and cooperation. All the stakeholders follow their respective code of conduct and promotes healthy and friendly atmosphere & helping work culture.

File Description	Documents
Paste link for additional information	https://narsammaacsc.org/LinkFiles/6.1.1%20Governance%20of%20the%20institution,%20ision%20and%20miission%2021-22.pdf
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 College has established a well-defined system for governance and the management of the academic, administrative and other responsibilities. Some of the practices of decentralization and participative management that the Institute has undertaken are as below:

1. College Development Committee (CDC):

College Development Committee (CDC) is the statutory body and

comprises the members from teachers, non-teaching staff, students, the society, academicians and the management. Policy decisions are finalized by the CDC.

2. Staff Council:

Staff Council acts as a bridge between CDC and Departments including Teaching Faculty Members. All the issues related to the students and staff are dealt in the staff council.

3. IQAC:

IQAC ensures effective functioning of all the curricular, co-curricular, extra-curricular and other developmental programs and activities. IQAC designs institutional policies for ensuring quality in all the aspects.

4. Internal Committees and cells

The IQAC, constitutes different internal committees and cells in order to ensure efficient and effective functioning of the curricular, co-curricular, extra-curricular and other developmental activities.

5. Student Council:

A College establishes Students' Council is a statutory body to look after the welfare of the students and to promote and coordinate the extra-curricular activities for the overall development of the students.

File Description	Documents
Paste link for additional information	https://narsammaacsc.org/LinkFiles/6.1.2%20Effective%20Leadership%20CDC%20IQAC%20and%20Internal%20Committees%2021-22.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College has Curricular Committee for to raise effective ways of curriculum planning and implementation. It designs feedback formats and ensure planning of syllabi and its effective

execution. Committee ensures communication of COs, PSOs and POs to the students through Departments every year. The Committee has established feedback system from the students and teachers through online mode. The committee prepares its annual report based on format provided and Students' feedback and submit it to the principal for further action. The process is documented in the "committee designed Academic Diary" for the individual teachers. The institutional hierarchy in this regard is as follows: University Calendar-CDC-Principal-IQAC-Curricular Committee-HoD-Individual Faculty Members. To improve the process of Teaching Learning, IQAC through curricular committee started for online feedback system from Teachers and the students. Examination Committee maintains effective evaluation system through published academic calendar of all internal assessments. It has the freedom of managing timetable to access the students through internal assessments like zero tests, assignments, class tests, projects, seminars, tours, etc. Committee ensures Continuous Internal Evaluation. It ensures attainments of Program Outcome. It prepares examination related formats for record keeping and ensures analysis of university and internal results by the Departments.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://narsammaacsc.org/LinkFiles/6.2.1%20Strategic%20plan%20and%20its%20deployment%202021-22.pdf
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 organizational structure of the College facilitates its smooth functioning. Smt. Narsamma Hirayya Shaikshanik Trust, Amravati (Parent Body) is the governing body. It ensures that the appointments are in accordance with the rules and regulations laid down by the parent university and the state government. It also ensures that all the employees are abide by duties and benefitted by the provisions made by the service rules. The overall development and governance of the college comes under its purview. It decides the academic policy keeping in view the national policies in higher education, existing priorities and

local needs. Regular feedback obtained from the alumni, students, parents and faculty along with suggestions of NAAC peer team form the major inputs for the planning. These inputs are discussed and analyzed by the parent body, the Principal, IQAC, and CDC. The plans proposed are discussed by the respective Cells and committees, fine-tuned as per needs and then finalized. Financial implications and possible hurdles are thoroughly looked into and taken care of before finalizing any plan. The Principal, Heads of Departments, committee / cell in-charges and office staff, monitor and work together for the effective implementation of these policies.

File Description	Documents
Paste link for additional information	https://narsammaacsc.org/LinkFiles/6.2.2%20Link1%20College%20Annual%20Report%202021-22.pdf
Link to Organogram of the institution webpage	https://www.narsammaacsc.org/pdf/Organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution has effective welfare measures for teaching and

non-teaching staff as under:

GPF Facility to the staff appointed prior to 2005

DCPS Facility to the staff appointed since November 2005

Medical Reimbursement facilities.

Medical and extra-ordinary leaves to teaching and non-teaching staff

GPF loan facility through the Joint Director of Higher Education of the region

Group Insurance Scheme for teaching and non-teaching staff

Endorsing for easy loan facility by giving declaration through Salary deductions

Gratuity after the retirement

Endorsing for any Other Government facility in favor of employees

File Description	Documents
Paste link for additional information	https://narsammaacsc.org/LinkFiles/6.3.1%20Link%201%20welfare%20schemes.pdf
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

00

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

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

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

03

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

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

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

06

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

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

Institution follows guidelines and formats of Parent University regarding the appraisals of the teaching staff.

Format of Performance Based Appraisal System (PBAS) and Academic Performance Indicator (API) given by the University is followed by the Institute.

Confidential Reports (CR) of all the teachers are prepared by the principal. The CR includes evaluation assessment report by the Principal prepared every year on the basis of Self-Assessment Form for the College Teachers.

College also has feedback system for teachers by students. Depending upon the analysis of the feedback from students for teachers, letters of suggestions are given to the concerned teachers. Principal also gives the report of analysis done on the basis of feedback to those who have up to the mark scales also. The major parameters of the feedback are academics, inter-personal

skills, ICT skills, knowledge, teaching etc.

The output of the system in the form of feedback from stakeholder to improve the staff is improved through the letter of suggestions given by Principal.

File Description	Documents
Paste link for additional information	https://narsammaacsc.org/LinkFiles/6.3.5%20Institutions%20PBAS%20and%20Feedback%20Add%20Info%20Link.pdf
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

Internal Audit:

College Development Committee (CDC) is the supreme authority to handle all the financial matters of the college. As per the budget allocation approved by CDC, Principal expedited the amount.

- **Details of expenditure are maintained by the administrative office according to the standard norms and policies of the accounting.**
- **College regularly provides inputs to the Auditor. Auditor's draft Audit Report is discussed in CDC meeting for queries and approval. Auditor finalizes the report and submits it to Principal.**
- **Audit report constitutes all the heads of fees collected in its Income-Expenditure Statement.**
- **The queries from the Auditing agency are noted by the administrative office and then these are resolved after the discussions with Executive Council and Principal.**
- **Financial Deficit is communicated to Executive Council . It is the responsibility of the Principal to settle the accounts as per the heads given in the internal audit.**
- **The Internal Audit is the regular process of the Institution.**

External Audit:

- **External audit is carried out by State Government periodically. Hence, as and when Government requires audit of a particular Institution it is undertaken by the Auditor General. The institution submits the application with the**

Government for undertaking the external audit.

File Description	Documents
Paste link for additional information	https://narsammaacsc.org/LinkFiles/6.4.1%20Audit%20Statement%202021-22%20Link%20File.pdf
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	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

- **Basic financial resource to the College is collection of fees.**
- **For major purchases, Principal moves the issues through College level Purchase Committee.**
- **Committee decides over the quotations, called, based on merit, if needed, Principal after seeking permission from the CDC ensures the head wise collection and expenditure of the amount collected.**
- **The Principal prepares annual budget and expenditure statements and accordingly head wise expenditure of funds is confirmed.**
- **Major fees collection heads are displayed and provided to the students in the College prospectus.**
- **Major financial expenditure heads are: Cultural activities, Games and sports, Purchase and maintenance of lab equipment, College exams, Laboratories, Domestic bills,**

Garden, University Gazette fees, Gathering expenses, Library expenses, Migration fees, Printing, Stationery, Refreshments, Postage expenses, I Card expenses, BT Card expenses, University affiliation fees, Youth festival expenses, Salaries to the employees under self-financed programs/courses, advances if any, etc.

- Funds are collected and mobilized as per the heads stated above.
- Financial deficit, if any, is managed and overcome by Parent Management.
- Management also administrates the financial requirements of the College by providing direct financial help by developing and augmenting the infrastructural facilities
- College Development Committee takes the decisions about major and emergency purchases, if any.

File Description	Documents
Paste link for additional information	https://www.narsammaacsc.org/LinkFiles/6.4.3%20College%20Prospectus-21-22.pdf
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 key role of maintaining and upholding the quality of Academics, curriculum enrichment, co-curricular activities, extracurricular activities, supportive professional development programs. In this context IQAC through its mechanism of receiving feedback from key-stakeholders like students, teachers, alumni and parents, designs and implements institutional strategies for the overall development of the College. Following two practices are the significant examples of the initiatives undertaken by the IQAC.

1. Campus with minimum use of paper:

In tune with the institutional vision of supporting environmentally sustainable practices, the IQAC decided to cut the use of paper stationary for the communication and report submission and other practices. In order to achieve this, IQAC initiated the policy of making the use of e-communication methods only. All the departments, Committees and Cells are encouraged to

communicate in soft copies only.

2. Use of Google Classroom:

In order to make the teaching-learning-evaluation process more flexible, learner oriented and feedback centered, the IQAC called upon the Departments to make use of the online teaching-learning platforms for their classes. In response to this policy most of the Departments have started their own Google classrooms. The IQAC hopes to make it a more wide-spread activity in near future.

File Description	Documents
Paste link for additional information	https://www.narsammaacsc.org/LinkFiles/IQAC%20MoM%20&%20ATR%202021-22.pdf
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 has a well-conceived process of curriculum planning and execution under the broad guidelines of SGB Amravati University.

The college through Curricular Committee interacts with the teachers regarding effective ways of curriculum planning and implementation.

The IQAC has instituted a mechanism of students' feedback on curriculum and its transaction. The feedback is analyzed for formulating the institutional strategies towards rectification of shortcomings. Principal reviews teaching-learning process, structures and methodologies of operations and learning outcomes at periodic intervals through the meetings with Staff Council and other relevant Committees.

IQAC prepares Institutional calendar which includes schedule for periodic assessments, and for promoting the students through the seminars, local visits, excursion and study tours, assignments, group discussions.

The examination Committee prepares and displays program outcomes, program specific outcomes and course outcomes. The attainments of

learning outcomes are measured through a carefully drafted method. These attainments of learning outcomes reveal the shortcomings and

the achievements of the learners. Accordingly measures for the improvement are suggested viz. Implementation of remedial courses and special guidance for advanced learners.

In this way, IQAC ensures the qualitative execution of the areas related to teaching, learning, evaluation, governing structures through governing Committees, methodologies of operations, learning outcomes etc.

File Description	Documents
Paste link for additional information	https://narsammaacsc.org/LinkFiles/6.5.2%20College%20and%20Univerrsity%20Academic%20Calender%20Link.pdf
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.narsammaacsc.org/LinkFiles/6.2.2%20Link1%20College%20Annual%20Report%202021-22.pdf
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

The institution promotes gender sensitization through cocurricularactivities The College has Women Cell and the Grievance Redressal Cell for Women which undertakes various programs toensure issues like gender sensitivity are understood by students and staff. The Cell organizes workshops, seminars and otherprograms to sensitize students, staff and the neighborhood community towards the issues like gender-equality, women's rights,etc. The institution constituted the following committees as per normslaid by University/UGC/Institution. Grievance Redressal and Anti- Ragging Committee, Sexual harassment prevention cell, Students'Disciplinary Committee which cares for the well-being of students and staff. The functions of these committees are displayed on thewebsite of the institution and information is being disseminated to the students through orientation and induction programs. The institution has special NCC unit for girls. NSS department ofthe institute has a special Ladies Program Officer to take care of the girls. Female employees also get maternity leave, child care leave andare also entitled for leave on adoption of child.

The institution provides safety and security facilities such as CCTV Surveillance and security guards. There are separate washroom facilities for girls and Sanitary napkin vending/disposal machinefor the safe and hygienic disposal of sanitary napkins.

File Description	Documents
Annual gender sensitization action plan	https://narsammaacsc.org/LinkFiles/7.1.1%20Annual%20Gender%20Sensitization%20Action%20Plan%2021-22.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.narsammaacsc.org/LinkFiles/7.1.1%20Specific%20facilities%20provided%20for%20women%20Link%202.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	D. Any 1 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

Institution segregates solid degradable waste like plant leaves and nondegradable waste like paper waste. Biodegradable waste is utilized in the small Vermi-compost plant in the institution with production capability of 35-40 Kg of compost manure. The non-degradable of the waste is collected by the local municipal waste collecting vehicle on regular basis. .

The bulk of the e-waste is generated from thecompuuterlaboratories. The e-waste is collected in a designated box in thedepartment. Annual stock Checking program designates the e-wastegenerated for the year. The collected e-waste is then disposed offthrough the Vendor under AMC.

Laboratory wastewater (Liquid waste) is treatred by using softening method. Waste softening pit. have dimension 4×4×5 cubic ft and has three layers.Lowest layer contains lime stone lumps

leaving behind particulate matter, the middle layercontainins wood charcoal adsorbes coloring and other organic matter and the upper layer contains sand coveredwith clay to neutralizes acidic content.

E-waste management The e-waste generated from the compuuterlaboratories is collected in a designated box in thedepartment. Annual stock Checking program designates the e-wastegenerated for the year. The collected e-waste is then disposed offthrough the Vendor under AMC.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus | C. Any 2 of the above

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: | B. Any 3 of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	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	C. Any 2 of the above

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

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

The institute is proactively taking efforts in providing an inclusive environment. The initiatives are to promote better education, economic upliftment of the needy and setting communal harmony.

The college celebrate the cultural and regional festivals, like teacher's day, orientation and farewell program, Induction program, rally, oath, plantation, Women's Day, Yoga Day, etc. Motivational lectures of eminent persons are arranged for all-round development of the students and to make them responsible citizens following the national values of social and communal harmony and national integration. Besides academic and cultural activities, we have strong infrastructure for variety of sports activities for the physical development of the students.

Institute undertakes various initiatives in the form of celebration of commemorative days, National Festivals, NSS and other such activities to provide for an inclusive environment. These functions help in developing tolerance harmony towards culture, region and linguistics and also communal social economics and other diversities.

Annual Blood donation camp earmarks voluntary contribution for the noble cause of serving society and proudly adorn the badge of a blood donor.

A week long residential NSS Camps are organized in nearby villages to conduct activities for rural socio-economic development by the students.

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 students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities. The institute conducts awareness programs on the ban on plastics, cleanliness, Swachh Bharat, etc.

Constitution day is celebrated on 26th November every year. The program initiates with Preamble reading of the constitution followed by lectures on the sensitization of students on responsibility towards the constitutional values, rights, duties and responsibilities of citizens.

Environmental science department sensitize the students on the preservation of the ecosystem and environment, green practices, conservation of natural resources, alternative source of energy and renewable energy.

Every year Institute celebrates national and international commemorative days, events and festivals involving Students, Staff, Invitees, guests and any attendees.

Every year institute organizes blood donation camp. The students are sensitized on the importance of the activity and are encouraged to participate in saving the lives.

Students consistently and regularly participate in the cleanliness activities on the several occasions including Mahatma Gandhi Jayanti. Moreover, students are encouraged for active participation in the plantation.

Students are made aware about the code of ethics, human values, rights, duties and responsibilities as a citizen of India during induction as well as other programs throughout the year.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://narsammaacsc.org/LinkFiles/7.1.9%20Sensitization%20of%20students%20Activity%20Details%20Link%201.pdf
Any other relevant information	https://narsammaacsc.org/LinkFiles/7.1.9%20Sensitization%20of%20students%20NSS%20AR%20Rel%20Info%20Link%202.pdf

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	`C. Any 2 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

The College has always been taking initiative in organizing the national festivals like Independence Day, Republic Day and Maharashtra Din and birth and death anniversaries of great Indian personalities as a part of enriching curriculum and the process of transfer of values and wisdom along with the knowledge.

The Extracurricular Committee organizes several programs every

year. In 2020-21 the programs organized are : Savitribai Phule Jayanti, Netaji Subhashcandra Bose Jayanti, Mahatma Gandhi and Lal Bahadur Shastri Jayanti, Shri Shivaji Maharaj Jayanti, APJ Abdul Kalam Jayanti, Dr. Babasaheb Ambedkar Jayanti, Mahatma Jyotiba Phule Memorial Day, Dr. Baba Saheb Mahaparinirvan Diwas, Veer Sawarkar Jayanti, Sant Gadge Baba Birth and Death Anniversaries, Dr Ranganathan Birth Anniversary.

The institute also celebrated Commemorative days such as Teachers Day, International Women's Day, Marathi Bhasha Gaurav Din, The constitution Day, International Ozone Day, National Science Day, World Wildlife Day, World Water Day and International Biodiversity Day.

The speakers revealed the greatness of the leaders and the values and importance of that they are remembered for . In most of these programs the students are encouraged to participate actively and speak about the great personalities. These programs are organized by the students under the guidance of Extracurricular Committee.

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

7.2 - Best Practices

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

Best Practice 1:Reuse of Paper

Objectives:

· To promote optimum use of the partially used papers

· To sensitize the stakeholders towards the judicious use of paper.

· Promote litter-free campus

Context: After the mandatory period of record-keeping is over, the partially (1 side) used papers go waste. In order to arrest this great waste of resources the institute decided to reuse these papers for printing and writing purposes.

The Practice: The head, department of Computer Science devised a mechanism to collect, distribute and keep an account of the usage of used paper.

Evidence of Success: The college saved about 52 reams costing about 13000/- annually.

Best Practice 2:Book Exhibition

Date: 28/12/2021 to 30/12/2021

Organizers: Library and Library advisory committee

Level: College Level

Objective: To create awareness among the students about new books for competitive exams

The Context:

A book fair is an excellent opportunity to build students' home libraries, further their reading and comprehension skills, and build knowledge and vocabulary.

?????The practice: Library department organizes three-day Book Exhibition every year to exhibit approximately 550+ books. The visitors include students, research scholars, teachers and management members.

Program Outcome: Awareness regarding the study material available for Competitive and other Entrance Examinations.

File Description	Documents
Best practices in the Institutional website	https://www.narsammaacsc.org/LinkFiles/7.2.1%20Best%20Practices%20implemented%202021-22.pdf
Any other relevant information	Nil

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

Name of the distinctive Practice:ENVIRONMENTAL EDUCATION AND AWARENESS PROGRAMME FOR SCHOOL STUDENTS

The Context:

The main focus of Environmental Education (EE) is to expose students to the actual world they live in. They have to be acquainted with the environment related issues and problems. They must also be able to look at the environmental problems and concerns, analyze, evaluate, draw inferences and equip themselves to resolve them.

Objectives:

To crreate awarenes on Environment,Environmental issues and protection, Skills and Capacity Building,Participation in environmental decision making.

The Practice:

Department organizes Environmental Education and Awareness programme at school level. The final year degree (B.Sc. III) students share their basic knowledge about environment, its status, degradation and conservation to the school going students with the aim to make the school going students aware of the importance of our environment and to make them responsible and sensitive towards environmental conservation.

Achievements:

- Improvement in academic and presentation skill among students
- Propagate objectives of environmental conservation and awareness among school students

Department organized the activvity at school level in 2021-22 . 39 students from B.Sc.-III visited to 18 different schools from nearby vicinity and presented their views on basic environment and environmental conservation.

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

7.3.2 - Plan of action for the next academic year

1. To ensure timely submission of AQAR and annual plans / annual reports for the current academic year from the Committees/departments and Cells

2. To promote the infrastructure development for catering to the growing infrastructural needs of the institution

3. To promote introduction of new courses

4. To introduce institute level scholarships for the meritorious students.

5. To promote the career centric training / placement / incubation activities and drives through Student Development Committee

6. To organize international conferenceon the communication and interpersonal skills

7 To organize university level seminar competition on the relevant contemporary academic issues

8 To organize university level workshop on IPR and patents

9. To promote the different Departments for establishing linkages, collaborations MoUs for internships and other related programs

10. To promote Departments to establish Research Centers in relevant subjects

11. To promote the use of non-conventional energy resources by installing solar rooftops on campus

12. To promote the Sensor-based energy conservation

13. To conduct the energy audit and green aufit of the campus.

14. To extend the facility of UGC Inflibnet - NLIST to every student