



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	Bhagwan Baba Arts and Co
• Name of the Head of the institution	Dr.R.N.Borse
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07260221426
• Mobile No:	9423446781
• Registered e-mail	bbcollegelonar@gmail.com
• Alternate e-mail	rrashwinkumar@gmail.com
• Address	mantha Baypass Lonar
• City/Town	Lonar
• State/UT	Maharashtra
• Pin Code	443302
2.Institutional status	
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Grants-in aid

• Name of the Affiliating University	Sant Gadge Baba Amravati University Amravati				
• Name of the IQAC Coordinator	Dr.Ashwinkumar R.Rathod				
• Phone No.	07260221426				
• Alternate phone No.					
• Mobile	7775934414				
• IQAC e-mail address	bbcollegelonar@gmail.com				
• Alternate e-mail address	rrashwinkumar@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.bbclonar.ac.in/index.php				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.bbclonar.ac.in/pdf/aqar2020_21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	C	1.94	2021	28/02/2021	28/02/2026
6.Date of Establishment of IQAC			02/01/2022		
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			1		

<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>1) All departments were instructed to take regular classes to prevent students academic loss due to Corona epidemic. So teachers continued to teach using offline classes . 2) Students will be guided in the context of offline examination 3) All the staff are encouraged to attend seminars, workshops, conferences etc So faculty attended state level, national level workshops, conferences and seminars during this academic year. 4) All committees were assigned the task and made to submit annual reports 5) The progress of all the departments was reviewed and further action was taken.</p>		
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
<p>Plane of Action Conduction of Workshop Publications/Research Involvement of Students in undertaking Offline Teaching Increasing Greenery NSS and Extension Activity Guidance for students to pursue higher studies Covid awareness programmes</p>	<p>Achievement /Outcomes Department of Commerce Conducted Seminars on Financial Education. As per the instructions given in the IQAC meeting, all the professors researched and published quality research papers. Dr. S.V. Dhandar complicated his Ph.D. in English. All departments were instructed to take online classes to prevent students academic loss due to Corona epidemic. So teachers continued to teach using online tools. All the divisions continued to teach using online tools so as not to cause academic harm to the students. The college nurtured them by planting different species of trees. The Corona epidemic disrupted life on a large scale. The National Service Department of the college worked to create awareness about this epidemic. Also, NSS department Conducted vaccination Camp in College campus. All department Guided for further education for the student who passed in the third year. college worked to make all sections of the society aware about the Corona epidemic. As well as awareness for vaccination. Covid awareness programme .</p>
<p>13. Whether the AQAR was placed before statutory body?</p>	<p>No</p>
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
Nil	Nil
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
Nil	Nil
15. Multidisciplinary / interdisciplinary	
NIL	
16. Academic bank of credits (ABC):	
NIL	
17. Skill development:	
NIL	
18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
NIL	
19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):	
NIL	
20. Distance education/online education:	
Due to Covid, the college closed till January, so the students were taught using online tools.	

Extended Profile

1. Programme

1.1 31

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

File Description	Documents
Data Template	View File

2. Student

2.1 341

Number of students during the year

File Description	Documents
Data Template	View File

2.2 437Number of seats earmarked for reserved category as per GOI/ State
Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 20

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic3.1 07

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 14

Number of Sanctioned posts during the year

Extended Profile

1. Programme

1.1	31
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	341
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	437
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	20
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	07
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	14
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	09
Total number of Classrooms and Seminar halls	
4.2	376593
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	10
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 College prepares a detailed prospectus which contains information regarding courses, curriculum, fee structure, achievements, and activity calendar for every academic year. Moreover, it also informs students about ordinances (issued by Sant Gadge Baba Amravati University Amravati) related to sexual harassment, anti-ragging, indiscipline and attendance. The first day of every academic year is the Orientation for all students. In this Orientation Programme, the faculty members are introduced to the students. Every department holds an individual orientation programme, where the academic calendar, syllabus, examination pattern and the time table of the department is communicated to the students. Well-stocked library, computer labs with Wi-Fi connectivity are offered to all the students and faculty. Wi-Fi logins are also provided to all the students to access e-journals and online database of library, subscribed by College. There one computer labs that are accessible to students and teachers for internet access. The college library has a vast collection of 5700

books in various disciplines, and of general interest. The library also has subscribed to over 06 periodicals, popular magazines, encyclopedias, journals and newspapers. The library also provides access to online journals and has an online Public Access Catalogue (OPAC) and WEB OPAC. Library is using integrated Library Management Software since 2020 and also using Library power back KOHA and Barcode technology. There is a spacious reading room in the library which provides internet access to students and faculty.

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

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

The college prepares its academic calendar at the college level as per the annual plan of Sant Gadge Baba Amravati University Amravati .The college prepares its academic calendar at the college level as per the annual plan of Sant Gadge Baba Amravati University.Field projects, subject based projects are written by the student for internal evaluation in each session.

The evaluation process should include continuous internal evaluation, conduct Oral test after three months. The evaluation of answer scripts and indicating the perform by marking. It is in this context that the evaluation practices were chosen and introduced. The examination reforms, in Institute.The objectives of evaluation procedures are:

(a) The system of evaluation be adequate and comprehensive so as to measure different types of skill The system should provide a feedback:

1. To the students regarding strengths and weaknesses

2. To the teacher as to how far she/he has able to benefit the students and to modify his/her approach and teaching methods.

(b) To evaluate the performance by a method, that will be free subjectivity and be accurate as far as possible. The evaluation system adopted by the Institute, has two components,

1. The Continuous Evaluation**2. The End Semester Examination**

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

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	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

02

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)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
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

0

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

0

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

1.3 - Curriculum Enrichment

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

Our Institution integrates Cross-cutting issues of the society like Moral Values, Human Values, Professional Ethics, Ethical

Values Gender Equality, Environmental Awareness, which are inseparable part of our curriculum.

Subjects of Social Sciences and Humanities provide free environment for inculcating values and developing ethical competence among the students. It is in response to a long- felt and urgent need to integrate value education with decision making skills in their personal, social and professional life.

The college has Women Grievance Cell and Grievance Redressal Cell to provide counseling to students, promote gender equity among students and also deal with related issues of safety and security of female students.staff and faculty.

The course "Environmental Studies" related to ecosystem and environmental awareness, its balance & sustainability is an integral part of the curriculum of the second year.

The College has an integrated rain water harvesting System. The waste water is reused for gardening in the college campus . There is an extensive ongoing tree plantation program. So far over 500 different species of trees have been planted in the college premises. The college also celebrates World Forest Week every year in collaboration with the Forest Department.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

02

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

20

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
--	---------------------

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	View File

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

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	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

820

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

323

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

In the view of Covid-19 pandemic in 2021-22 the academic session began late and many classes were arranged online mode. There was no direct interaction between students and teachers. So the slow learners and advance learners are identified on the following basis:

- Performance in earlier examinations.
- Performance in internal tests, assignments and quizzes.

Slow learners

Measures taken for facilitating slow learners

1 After identifying them the teachers motivate slow learners. The faculty encourages the slow learners. The teachers evince positive attitude in them.

2 The faculty provides individual attention to them, they understand the individual differences of the students and accordingly devise remedial instructional strategy which caters to the needs of each slow learner.

Advance learners

1. We support the advance learner in making projects and giving them opportunity to enhance their knowledge through various activities.
2. Our college felicitates them at the time of annual gathering.
3. Some classes are arranged in which advanced learners are asked to teach their fellow students which helps in confidence boosting and help them to learn more of the subject by referring to the reference books
4. Library issues scholar cards to meritorious students which enable them to borrow more books than otherwise available to

all students

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

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

Number of Students	Number of Teachers
341	9

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The faculty of the institution always use various methods for enhancing the learning experience. They use various ways wherever and whenever necessary for teaching- learning and evaluation of the students.

Generally, theoretical lecture method is most commonly practiced method useful for large group. The faculty explains points by giving introduction and salient features of the topic. This method is predominantly used at undergraduate level. For B. Com students computer assisted method is used. With lecture method the following methods used for enhancing learning experience.

Experimental Learning

In the last academic session classes are conducted online as well as offline mode. It was an experiments to students and teachers. Zoom, Google Meet, Jio Meet, Whatapps etc are used for taking online classes. Through NSS activity the students learn the actual life experience.

Participative Learning

In participative learning the learner take parts in learning process.

- Question answer session
- Participation in events
- Seminars/ Presentations

Problem Solving

- Activity and assignments
- Students are encouraged to take parts in various debate competition, essay competitions, quiz competition, competitive exam, education, workshops.
- Group Discussion
- Library book exhibition
- Students learn material better when they engage it actively rather than absorb it passively.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

The institution has total 7 well-furnished classrooms and out of them 2 Classrooms and one seminar halls are well equipped with LCD projector and other ICT teaching tools. Commerce and Management Department has its own computer lab for teaching. Open sourcesoftware such as KOHA, e- resources: National Digital Library, e-books, e-journals,Marathi e-books, Hindi e-books, Inflibnet, e-resources link, Lokrajya Marathi link, Yojana are used by students and teachers in teaching and learning.

.Open Educational Resources such as SWAYAM-NPTEL, You tube Videos, etc. are accessed by teachers and recommended to the students. During the COVID-19 pandemicYou Tube, Google Classroom, Google Form, Zoom, Google Meet, Whatapps groups etc. are extensively used for teaching, learning and evaluation by our faculty members.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

08

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

8

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

7

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

195

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 Institution believes in transparency in internal assessment. Internal evaluation is important to trace the overall development of students. According to syllabus and guidelines of Parent University, the college has developed an internal assessment system. The new CBCS semester pattern consists of:

1. Continuous Assessment (CA)

2. End of Semester Examination (ESE) 20% weightage is given to internal assessment in both Arts and Commerce faculty.

Internal assessment is continuous activity and it comprises of written test, assignments and seminar presentation. The College has developed a mechanism of internal assessment which is transparent and robust in terms of frequency and variety. The college follows following mechanism in internal evaluation.

- In each semester, the institute declares the time schedule during which the internal tests will be conducted by the concerned teacher and notifies to students.
- The Program of test is displayed on the notice board for the information of students well in advance.

The college administration has given a free hand to teachers regarding the internal assessment of students. The teacher has the liberty to assess the students on his attendance in the class along with the test, assignment and seminars and prepare mark list according.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

Among the various stakeholders, students are the main stakeholders in any institution, and it is the first priority to make all efforts to ensure transparency in all activities related to students. Taking this spirit in consideration the college has devised mechanism for student's grievance redressal related to examination.

Like online classes university examination were also held online mode. But there were number of issues regarding the results. Many students didn't get result and some were having problems of withheld. All such issues were collected from time to time and send to the university examination section and solved.

In a semester, the examination is consists of two types of assessment i.e. end of semester examination and continuous assessment. The continuous assessment is an activity conducted by concerned college and end of semester activity is conducted by the university. It means two types grievances are redressed by the college grievance committee 1. for Internal exam and 2. For University Exam.

1. Internal Examination:- Issue related to the internal examination, the grievance is conversed to the subject

teachers and solved at the college level.

University Examination:- student grievances regarding university examination are forwarded to the university examination controller.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The institution has realized the importance of learning outcome (PO, PSO and CO). The institution strives to impart outcome based education to learners to inculcate critical thinking, problem solving abilities, experiential learning and participative learning. The institution is affiliated to Sant Gadge Baba Amravati University and follows university syllabi for teaching, learning and evaluation. The institution framed the learning outcomes for the programs and courses offered by it at Under Graduate level in tune with the syllabi prescribed by Sant Gadge Baba Amravati University, Amravati for the overall development of the students. Learning outcomes are framed and finalized by the subject teachers of each teaching department by considering the syllabi of the courses. The Program, Program Specific and Course Outcomes (PO, PSO and CO) are displayed on the college website and on the departmental notice boards. The Program, Program Specific and Course Outcomes (PO, PSO and CO) are shared with the students by Principal, IQAC coordinator, senior faculty members during induction program which is conducted every year for entry year students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.bbclonar.ac.in/pdf/Course_Outcome.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

The college is very serious and takes utmost care of measuring the level of attainment of Pos and Psos and Cos.

The college follows the following assessment tools and process for measuring the attainment program outcomes and program specific outcomes.

Direct Method

Direct method is applied through university examination, observations of student's knowledge and skills against measurable course outcomes. The knowledge and skills described by the course outcomes are mapped to specific problem on semester examination, internal exams, and test and home assignments.

University Examinations:

At the end of each annual year and semester the university conducts examinations; based on the result published by the university the course outcomes are measured.

Assignments:

Assignments are given on the various topics.

The performance of students helps in assessing the attainment level of the specific course. The subject internal examinations are also conducted to evaluate the attainment of course outcomes.

Tests:-

Tests are conducted in the half of a semester to test the performance of students.

Indirect Method:

The indirect method is done through feedback. At the end of every academic session a feedback of is taken from various stakeholders. i.e. Students, teachers, parents, alumni.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.bbclonar.ac.in/pdf/Course_Outcome.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

21

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

2.7 - Student Satisfaction Survey

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

http://www.bbclonar.ac.in/pages/students_satisfaction_survey.php

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

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

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

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

0

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

1

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year**3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

3

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

9

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities**3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year**

The college organizes a number of extension activities to promote institute-neighborhood community to sensitize the students towards community needs. The college runs effectively National Service Scheme Units. Through these units, the college undertakes various extension activities in the neighborhood community. NSS organizes a residential seven day camp in nearby adopted village and several activities were carried out by NSS volunteers addressing social issues also organizes regular activities which include cleanliness , tree plantation ,water conservation through construction of Bandhara,road construction, Shramdan,Social interaction, Group discussion Eradication of superstition, Beti Bacho Beti Padhao, Environmental awareness, Women empowerment, National Integrity, Aids awareness, Blood donation camp, Health check up camp,

Veterinary guidance ,Farmers meet, Awareness about farmer's suicide, Covid Awareness Programme, Covid Vaccination Camp etc.

Other than NSS units, the various departments of the college is conscious about its responsibilities for shaping students into responsible citizens of the country by making students aware of social issues through various programmes. All these mentioned activities have positive impact on the students and it developed student community relationship, leadership skill and self confidence of students. It also helped in cultivating hidden personality of students and created awareness among students.

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

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

12

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

315

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

3

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

3

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.

College is spread over the 3.39 acare. The college has adequate numbers of class rooms and as per norms to continue with any academic activity.

Class Rooms :

We have 07 classrooms, each equipped with comfortable desks, benches, dais and white boards, 03 classrooms are equipped with LCD projector facilities.

ICT as a Learning Resource :

The college has provided 10 computers for the day - to- day use by the students and faculties. Department has its own computing facilities to meet the curriculum needs. we have 10 Mbps internet leased line and a backup connectivity of 05 Mbps. College have provided free Wi-Fi to all staff members and students. We have 01 Auditorium with have LCD projectors.

Learning Spaces (Library)

The College has well equipped Library with more 50000 books and bound periodicals. Library have modernize with Library Management (ILMS), Library Power back (KOHA), OPAC, WEB OPAC, Barcode Technology. The administrative block has well sufficient spacious rooms.

Faculty rooms

Separate cabins have been provided to the Department of Social Sciences, Languages, Commerce and Physical Education & Sports. Most faculty rooms are Wi-Fi enabled and provided with appropriate furniture internet connection with PC of each department.

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

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

The institution gives utmost importance to the overall development of the students and organizes various sports, games, and cultural activities on campus regularly. To support this, the institution has the following facilities which are kept open beyond the working hours for students .

LIST OF SPORTS GROUNDS

1

Volleyball

1

2

Kabbadi

1

3

Cricket

1

4

Kho-Kho

1

LIST OF INDOOR & OUTDOOR GAMES AVAILABILITY

1

Volleyball

OUTDOOR

2

Kabbadi

3

Cricket

4

Kho-Kho

5

Chess

INDOOR

6

Carom

DETAILS OF CULTURAL EVENTS

1

Annual Gathering

2

Teachers Day

3

Savitribai Phule and Maa Jijau Jayanti

4

International Women's Day

5

Debut Competition

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

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

3

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

3

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

138552

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The Library plays a central role in enhancing the quality of academic and research environment in Education institutions. library is a place in the Institute where huge collections of academic books, journals, magazines, research projects, rare books, other knowledgeable books and newspapers are kept. These books are made available to the students to increase their knowledge and understanding on various subjects. The library exhibits positive impact on the academic achievement of the student. Students can perform better during examination and placement as students are explored to the knowledge through various means.

Library Services

Library provide different types services to the student and Staff Members such as

Sr.No.

Services

1
Books, Journals, e- Journals, Project & CD Access.

2

Reference Section

3

News Papers

4

OPAC

5

Web OPAC

6

Library Power Back KOHA

7

Use Of Barcode Technology

The Institute installed Integrated Library Management System (ILMS) namely "NEWGENLIB" in the year 2020. Library has provision of s/w such as NEWGENLIB software and OPAC (Online Public Access Catalogue) for students & faculty members to search books by title/ author name etc.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 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)

0

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

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

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

150

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

IT facilities have been updated on regular basis. Also, new IT equipment has been purchased as per the requirements. In session 2016-17, 06 new desktop systems (06 processor,) purchased to upgrade computer labs. Also 03 New projectors were purchased to support ICT. These projectors were installed in different

classrooms., regular purchasing of mouse/RAM and other hardware components were also done. CCTV cameras with one CCTV DVR are also installed to keep an eye everywhere. Since 2020, we are using 10 Mbps Internet speed in our campus. With free Wi-Fi.

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

4.3.2 - Number of Computers

10

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

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

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

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

376593

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.

Classroom management

Classroom being the most primary and important work space, it is managed with proper systems and procedures. It is followed keeping in mind the modern teaching learning environment. 03 classrooms are well equipped with all modern technology like the white boards, Projector and other technologies for better and effective teaching. CCTVs installed in each classroom to make sure of the safety and the security of all students. Stock list of assets of Class room property, proper reporting system about repairs and replacements are the basic attributes of classroom management.

Maintenance of Library Facilities

The books and journals are maintained against disfiguring. Book binding is carried out on regular basis for damaged books to avoid further damage. Stock verification is done as a part of regular monitoring and control.

Computers

The institute has an adequate number of computers with internet connections and utility software's. Computer systems, UPS, Software's and Servers are maintained by outsourced technicians.

Maintenance of other support systems.

Housekeeping for regular cleanliness of corridors, washrooms, classrooms and premises.

Greenery is maintained by the Peon and National Service Scheme

Department .

Clean and hygienic drinking water is available in the Institute.

Sports facilities are maintained by the sports Department.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://www.bbclonar.ac.in/pages/infra_gallery.php

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**

215

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**

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	D. 1 of the above
File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
File Description	Documents
Any additional information	No File Uploaded
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	A. All 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	No File Uploaded
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

0

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

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

08

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

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.

02

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

Describe the students' representation and engagement in various administrative, co-curricular and extracurricular activities within a maximum of 200 words

Students are given exposure to involve in administrative, co-curricular and extracurricular activities by including them as members of the committees. They actively participate in committee meetings. The following is the list of Committees having student representation and engagement.

1. Class committee
2. Department Association Committee
3. Sports Committee
4. Cultural Committee
5. Internal Quality Assurance Cell
6. Anti-Ragging Committee
7. Anti Sexual Harassment Committee
8. Grievance Redressal Committee

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

02

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

Bhagwan Baba Arts and Commerce College and the Alumni association jointly believe in creating and maintaining association with its alumni. The Alumni Association provides an interface for establishing a link between the alumni, staff, and students of the institute College alumni are currently working at various positions all over the globe and proving their mettle in all spheres of management.

They are invited as resource persons at various events, guest lectures and panel discussions. They provide inputs and share their experiences regarding skills, recent trends application of knowledge and working culture.

We at Bhagwan Baba Arts and Commerce College have a tradition of inviting alumni for Annual Alumni Meet in the College Gathering . In this meet the alumni get chance to reconnect with the Alma mater and old friends. This is the best platform for networking and sharing new trends and current happenings in the corporate world. These inputs are helpful to academicians for molding the aspiring students.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
File Description	Documents
Upload any additional information	No File Uploaded
GOVERNANCE, LEADERSHIP AND MANAGEMENT	
6.1 - Institutional Vision and Leadership	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>Mission</p> <p>The mission is, "to empower all students to apply their acquired skill and knowledge, and to rely upon their personal attributes to lead productive lives and to become contributing members of global community."</p> <p>Vision</p> <p>The vision of the institution is as a part of community, is to inspire a passion for learning.</p> <p>Core Values</p> <ul style="list-style-type: none"> • Academic integrity • Accountability/ Responsibility. • Appreciation of intellectual excellence. • Ethics. • Enhancing employability. • Enhancing spirituality. • Participation of stakeholders. • Team work. <p>The principle of college is the head of academic and administrative committees; and acts as an in charge of the college. Office superintendent looks after office administration and takes care of admission, eligibility, and maintaining records. IQAC plays a major in quality maintaining effecting teaching. The various committees are formed to help the administration and students. The admission committee, anti ragging committee, grievances cells, sports committee, research and development cell,</p>	

cultural committee, student's council etc. contributes in academic and administrative field. The principal and IQAC coordinator strive to implement core values of education in terms of vision statement of the institution.

File Description	Documents
Paste link for additional information	https://www.bbclonar.ac.in/
Upload any additional information	No File Uploaded

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

The College promotes participative management. Ideas pertaining to academic goals, organizational progression and better campus life are collected from all stakeholders to promote efficient functioning of the College. The staff and other stakeholders help in infusing a positive attitude that leads to increased efficiency, improved communication, heightened morale, motivation and job satisfaction. Believing in decentralization, the Management takes policy decisions, finance, infrastructure etc. with the help of members of the College Development Committee. CDC discusses matters related to teaching and administrative staff and decisions are taken at these levels are implemented.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Perspective Plan

To maintain continuously good academic performance

To develop and execute effective teaching- learning process

To encourage research culture in faculty and students

To empower faculty about emerging trends in their profession for

academic advancement

To develop ICT-based online teaching and learning

Focus of Strategic Plan

Providing various certificate courses which will help in increasing their practical knowledge

Conducting competitive examination classes courses free of Cost

Periodic interaction with the distinguished guests who have excelled in their field

Increasing students' engagement in learning

Increasing students' responsibility towards learning

Provide mentor Teacher for every class

Provide Remedial Coaching to Slow Learners

Identification of Fast Learners and help them to achieve their potential

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.bbclonar.ac.in/pdf/academic_year_2021_22.pdf
Upload any additional information	No File Uploaded

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.

Organizational Structure and Function of various bodies under which the college runs. The president of Lonar Shikshan Prasarak Mandal is head of the governing body of the institution. Vice president, secretary and all members of the society help the president in his work. In the institution the principle as a head of the institution governs all activities of the institution.

Service and Recruitment: The institution strictly follows the rules and regulations laid down by the university Act, Maharashtra state government and the affiliating university for the faculty and staff recruitment.

- Non teaching Staff members are selected as per regulations formed by the state government.
- The college follows transparency in recruitment procedure. Advertisement for the recruitment is published in national and regional newspapers. The University appoints a selection committee which comprises principal, government nominee, vice-chancellor's nominee, two subject experts and head of the department of concerned subject.

3) **Promotional policies:** The College follows rules and regulations regarding the promotion of the staff laid down by the government, UGC and the affiliating university. When a faculty becomes eligible for promotion by acquiring required qualification and the score as stipulated by the API of UGC norms.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	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 employee is a backbone of every institution. For well being and function of the institution, it is quite necessary that the institution should look after the health and hygiene of staff members as well as the welfare means. The institution has following welfare measures for teaching and non-teaching staff.

1. The principal and the society allow loan facilities from various banks and finance for construction of house, purchasing of vehicle, marriage, education by becoming guarantier of the employee.
2. The medical reimbursement facility is also made available to the staff members as per government norms
3. The Teaching staff members are allowed to participate in Orientation Courses, Refresher Courses, and Short Term Course etc. as when they need. By participating in these courses, it is easy to go for carrier advancement schemes.
4. Group Insurance policy is also provided by the institution to both teaching and non-teaching staff
5. Non-teaching staff is provided opportunity to participate in different courses/ seminars related to computer literacy, administrative skill etc.
6. The teaching and non-teaching staffs are granted the different type of leaves such as casual leave, duty leave, study leave, earned leave and medical leave etc. as per norms of state government and the UGC.
7. The institution gives appreciation to both the teaching and non-teaching staff for acquiring academic degrees, awards, recognition by the government and the nongovernment agencies.
8. At the time of superannuation, the management felicitates to

both the teaching and non-teaching staff.

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

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

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

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

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

0

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	No File Uploaded
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

1

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

In our Institution, there is unique system regarding the performance based appraisal system of teaching and non-teaching staff. Teaching staff is evaluated and performance is measured with the help of Daily Teaching Reports, Academic Dairy, and

Attendance Sheets and so on. Moreover teacher's performance is evaluated on the basis of their contribution to the institutional development and research and extension activities. At the end of academic year, Academic Performance Indicator and Performance Based Appraisal forms are sought from the teaching staff by the IQAC. These Performa are provided by the UGC and the University time of to time. The Institution verifies the minimum scored completed or not by the concerned teacher in the assessment.

Besides, for non-teaching staff, Institution has developed Self Appraisal form that is to be filled up by the concerned non-teaching staff and submitted to the Office Superintendent in each academic year.

In the similar vein, the confidential reports of the teaching and the nonteaching staff are also prepared by the head of the institution. However, all the staff members' performance is assessed and, accordingly, the final reports are prepared and communicated to the concerned employee.

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

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

The accounts of the college are audited regularly. The college undergoes two types of audits.

Internal Audits:

Internal audit is done by the Chartered Accountant, Ramesh Choudhary and Company, Akola. After verifying the ledger and the cash books and original receipts of the institution audit is done. There is no objection pointed out during the last five years by the internal auditor. The auditor certifies the financial statement of the institute and issues reports.

External Audit.

Various government departments usually verify the funds received and disbursed by the college in this respect, following are the external auditor.

Audit by Auditor Chartered Accountant Ramesh Choudhary & Company, Akola.

Audit by the State Government of Finance Department.

Scholarship Audit

EBC. Audit.

Assessment Audit

External Audit is conducted by the government. Government Department of Higher Education Maharashtra through Joint- Director of Higher Education, Amravati region, Amravati completes regularly the assessment of salary and non salary expenditure and fixed the grants of the college by verifying the records of expenditure incurred.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The college gets financial assistance from government in the form of salary grants and only for aided courses. The salary grants is spent on the staff members as per the norms of the Government and every year the assessment has been done by the director and the joint director of higher education office.

The major source of institutional colleges gets only tuition fees and other fees from Government. It is used for various expenses. The NSS unit gets grants from university according to the norms of state government and it is utilized on special camp and regular activities of NSS. There is adequate budget to cover day to day expense. When new construction or large scale renovation is needed, the management contributes to the cause.

Stock and dead stock register is maintained in every department and college, office, indicating the data regarding equipments, recurring and non recurring items. At the end of academic year necessary requirement of every department, library and office are asked for to the principal and adequate budget is allotted to each department as per availability of funds with the consent of the governing body. Details of statement of accounts are sought from department.

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

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 is one of the major policy making and implementing unit in our college. It strives hard for upgrading the college infrastructure and all support facilities to meet the standards of higher education and growing need of students. It assesses and suggests the parameters of quality education.

Implementation of Green practices in the campus

The IQAC proposed to initiate various green practices to maintain eco-friendly college campus through the activities i.e. Tree Plantation, Paperless Work, Plastic Eradication, Clean and Beautiful Campus, IQAC distributed these activities among various departments. IQAC constantly takes the feedback about the proper result oriented implementation of these activities through academic audit every year. Because of these practices, eco-friendly and pollution free college campus and social awareness about renewable energy and e-waste management is developed in the community.

Corona Awareness Program

Recognizing the responsibility of the college when the whole world was suffering from an epidemic like corona, the nss department launched a vaccination campaign. Also took blood donation camp. Raised awareness through various social media.

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

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 IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. Admission to various programmes, summer, winter and mid-term vacations, examination schedule and declaration of results are notified in the Academic Calendar.

Feedback from students is also taken individually by teachers for their respective courses, by Proctors, AAA and directly through IQAC. Students are also free to approach the principal for feedback and suggestions.

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

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
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

1. Safety and Security.

2. Counseling.

3. Common Room.

Institution shows gender sensitivity in providing facilities such as:

Anti-Ragging Committee: Ragging in any form is strictly prohibited both in and outside the college campus. Students who indulge in

any such activity are dealt seriously by the authority of college. Anti-ragging committee has been established in college as per the UGC and plays a vital role for the welfare of the students.

Sexual harassment prevention: The cell cares for the well beings of students and staff in the college. A committee has been constituted to deal with the claims of sexual harassment for the alleged victims and the alleged assailants.

Grievance Redressal cell: All stakeholders including students, faculty members and parents can complaint their grievance to a specially created complaint box. All complaints received at this box are processed and communicated.

- There is a common room for ladies staff and girls students.
- The college has installed CCTV in the campus.
- The college arranges various programmes for girls students, such as health camps, street plays etc.

Gender equity initiatives

Woman Grievance Cell

Leadership roles given to both genders

Students are defined by their individuality

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

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

- Solid waste management
- Liquid waste management
- E-waste management

The college takes following measures in liquid, solid and e-waste management.

Solid Waste Management:

Separate dust bins are provided for collecting bio-degradable and non biodegradable waste.

Polythene bags and other non decomposable materials are separated and dump into pits or burnt into pits before disposing the organic waste.

Liquid waste management

Being an Arts and Commerce College, there is no laboratory and no liquid waste.

E-waste Management:

The college has not much E-Waste. Computers, printers and other ICT equipment which cannot be used are sold to vendors for recycling or buy back schemes.

1. E- Waste materials are kept in separate dust store rooms.
2. Drives, monitors, keyboards, cartridges etc. is disposed through outside agencies as a scarp.
3. UPS batteries are recharged/ repaired/ exchanged by the suppliers.
4. The cartridges of printers are refilled outside the college campus.

The college has not E- waste. Computers, printers and other ICT

equipment which cannot be used are sold to vendors for recycling or buy back schemes.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

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

B. Any 3 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:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	C. Any 2 of the above										
<table border="1"> <thead> <tr> <th data-bbox="86 441 539 506">File Description</th> <th data-bbox="539 441 1436 506">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 506 539 647">Reports on environment and energy audits submitted by the auditing agency</td> <td data-bbox="539 506 1436 647" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 647 539 748">Certification by the auditing agency</td> <td data-bbox="539 647 1436 748" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 748 539 851">Certificates of the awards received</td> <td data-bbox="539 748 1436 851" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 851 539 916">Any other relevant information</td> <td data-bbox="539 851 1436 916" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Reports on environment and energy audits submitted by the auditing agency	View File	Certification by the auditing agency	No File Uploaded	Certificates of the awards received	No File Uploaded	Any other relevant information	View File	
File Description	Documents										
Reports on environment and energy audits submitted by the auditing agency	View File										
Certification by the auditing agency	No File Uploaded										
Certificates of the awards received	No File Uploaded										
Any other relevant information	View File										
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	C. Any 2 of the above										
<table border="1"> <thead> <tr> <th data-bbox="86 1471 539 1536">File Description</th> <th data-bbox="539 1471 1436 1536">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1536 539 1637">Geo tagged photographs / videos of the facilities</td> <td data-bbox="539 1536 1436 1637" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 1637 539 1778">Policy documents and information brochures on the support to be provided</td> <td data-bbox="539 1637 1436 1778" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1778 539 1881">Details of the Software procured for providing the assistance</td> <td data-bbox="539 1778 1436 1881" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1881 539 1946">Any other relevant information</td> <td data-bbox="539 1881 1436 1946" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Geo tagged photographs / videos of the facilities	View File	Policy documents and information brochures on the support to be provided	No File Uploaded	Details of the Software procured for providing the assistance	No File Uploaded	Any other relevant information	No File Uploaded	
File Description	Documents										
Geo tagged photographs / videos of the facilities	View File										
Policy documents and information brochures on the support to be provided	No File Uploaded										
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).

- To build a nation of youth who are noble in their attitude and morally responsible, the college organizes and conducted several activities to build and promote an environment for ethical, cultural, and spiritual values among the students and staff. To develop the emotional and religious feelings among the students and the faculty, commemorative days are celebrated on the campus with the initiative and support of the management for not only recreation and amusement but also to generate the feeling of oneness and social harmony. The college and its teacher and staff jointly celebrate the cultural and regional festivals, like New-year's day, Fresher Party ,teacher's day, orientation and farewell program, Induction program, rally, oath, plantation, Youth day, Women's day, Yoga day, Religious ritual activities are performed in the campus. Motivational lectures of eminent persons of the field are arranged for all-round development of the students for their personality development 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 built up many strong infrastructures for a variety of sports activities for the physical development of 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	No File Uploaded

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

Institution takes pride in launching the Plantation Programme wherein the focus does not stop with the sound academic foundation of the student community but it moves a step forward to develop them as better citizens of the country. In this regard, the institute, apart from imparting professional legal education, inculcates a feeling of oneness among the student community through various practices and programs. Various faculties have always been in the practice of organizing activities that not only

initiate but also motivate the students to adopt various practices that promote the "Unity in Diversity" of our motherland. The College celebrates the Independence Day & Republic Day vigorously. 'Samvidhan Divas' Constitution day was celebrated on 26 th November 2021. The Faculty members of all departments, have organized various academic and co-curricular activities for the propagation of the Fundamental Duties and Rights of the Indian citizens.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

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

As a mark of respect and to inculcate the values like patriotism,

dedication and hard work among students and to remember who sacrificed their lives for us, the college celebrates the birth and death anniversaries of India's freedom fighters, revolutionaries, great leaders and saints. Remembering them is the least we can do for their great service to the nation. The University to which the college is affiliated and the college are named after the Great saints of Maharashtra, Sant Gadge Baba and Sant Bhagwan Baba. Birth and death anniversary of these great saints are celebrated in the college with great fervor.

Our institution also believes that such co-curricular activities will allow the student to blossom and prosper and thereby provide them the right platform where they shall work towards becoming a responsible citizen.

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	No File Uploaded
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

Nature and Historical Study of Lonar Crater

The college is situated near the world famous crater. Geologists, ecologists, archeologists, naturalists and astronomers study various aspects of the crater ecosystem and historical monuments. A historical monument is rich heritage.

The motive of the practice was to study, involve, make aware about nearby wildlife, biodiversity, ecosystem and historical heritage.

Best Practice 2

Utilization of municipal waste water for college trees.

There is a water supply scheme of Municipal Council Lonar in front of the college. There are six tanks for storing water here. These tanks are cleaned and washed once a month. At that time, a large amount of water was released outside the tank, it was not used for any purpose. A plan was prepared to use thousands of liters of wasted water to supply the trees in the College premises.

6inch pipe was laid between the municipal water scheme and the college to make proper use of the wasted water for the growth of trees. The water coming from the tank was brought to the college premises by making a chamber near this pipe. And more than trees planted in the college were awakened.

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

7.3 - Institutional Distinctiveness

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

The college was established in 1984, with the view of education to rural students. The vision of the college is 'as a part of community, is to inspire a passion of learning. Our college is the first college in Lonar taluka. Most of the students are from adjoining villages and from humble financial background. The institution tries to bring the rural masses into main stream and make them a responsible citizen of India. In order to achieve the mission college strives at its level best by arranging different events, creates the platforms for education.

In the period of pandemic the teaching activities was held online, all the teachers tries to complete the syllabus as for as possible by taking online classes, though the attending classes from rural area was not satisfactory. Semester Exams of university were also conduced online.

The institution has motive to make awareness about higher education in rural area, passion for learning in them who leaves education at early age. It has achieved its vision and mission at some extent by accepting the policies, attitude of motivation and helping students.

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

7.3.2 - Plan of action for the next academic year

1) Starting competitive examination classes 2) To start counseling classes for students studying in the final year for admission in various universities 3) To draw up further plans of the college as per the new educational policy. 4) Conducting research workshops for faculty members.