



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	MAHILA ARTS, COMMERCE COLLEGE, CHANDUR RLY.
Name of the head of the Institution	Rajendra S. Haware
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	07222-254183
Mobile no.	9890327259
Registered Email	macc141@sgbau.ac.in
Alternate Email	drrajendra.haware@gmail.com
Address	Beside Hutatma Smarak New Bus Station Raod
City/Town	Chandur Railway
State/UT	Maharashtra
Pincode	444904

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Seema S. Jagtap
Phone no/Alternate Phone no.	919420128410
Mobile no.	9421742513
Registered Email	jagtapeng@gmail.com
Alternate Email	vdkapse@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://maccr.org/wp-content/uploads/2018/10/AOARReport_17_18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.maccr.org/wp-content/uploads/2018/07/Campus-calendar-for-academic-year-2018-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	B	2.05	2018	20-Jul-2018	16-Aug-2023

6. Date of Establishment of IQAC	05-Apr-2004
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
National Conference	15-Feb-2019	60

	2	
workshop on Cashless Transaction at adopted village	06-Mar-2019 1	40

8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

· Accreditation by NAAC Peer team on 20th to 21st July 2018
Regular meeting of Internal Quality Assurance Cell (IQAC)
Timely submission of Annual Quality Assurance Report (AQAR) to NAAC
Feedback from all stakeholders collected, analyzed and used for improvements
Academic Administrative Audit (AAA) conducted and its follow up action. Registered institute for RUSA

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
All staff will attend the NAAC workshop in various universities.	Three Teachers attended NAAC conferences.
Accreditation by NAAC Peer team on 20th to 21st July 2018	twenty & twenty first July two thousand eighteen peer team visited the college.B grade offered by NAAC
Timely submission of Annual Quality Assurance Report (AQAR) to NAAC	Updated AQAR on college website.
Organizing Parent meet and Alumni Meet every year	On tenth January two thousand nineteen
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
College Development Committee(CDC)	16-Sep-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

Yes

Date of Visit

20-Jul-2018

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2018

Date of Submission

20-Dec-2018

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)

MSI is operative in the college. The MSI pervaded the following areas of institutional activities.:1. SMS gateway to send important notifications of different stakeholders of the college. 2. Installation of more digital board notice in campus. 3. Up Gradation of college website with special importance to MIS 4. Communication of important information to general public through website conventional notice. 5.Sending

E.L.,C.L.,D.L.,application on mail. 6. Trying to up grade facility of E library. The MIS is designed to provide inputs to the Management on key parameters on a real time basis. The information provided will help in monitoring and decision making by the management. The MIS collects data with regard to curriculum, academic programs, research activities etc from the department and units , which is analyzed , and presented through statistical tools .The information generated can be shared with the management, IQAC and the concerned units Student Quality Circle(SQC): The SQC has been established with the objective of involving students ,the primary stakeholders in Quality sustenance and enhancement of the Institution. The SQC comprises of students from various programs. The SQC has been established on 14th September 2018. Comprehensive Feedback Mechanism: The Feedback mechanism has been designed to be comprehensive in terms of its coverage of various areas of assessment and also the stakeholders. Feedback is collected from students, parents, alumni, industry/Institutions, Academic peers and Faculty. The tools adopted for collection of feedback include, structured formats from students , Online Feedback, Suggestion Box etc . Internal Academic Audit: An Internal Academic Audit is conducted once in two years.. The Committee evaluates the academic processes in the college and its a report. Action is taken on the report by the management. Research Advisory Committee (RAC): IQAC establishing the Research Advisory Committee (RAC) in the Academic year, guiding and monitoring the research activities of the staff in the college. Standardization: The IQAC has standardized various processing such as reporting formats, BoS minutes, Evaluation of research proposals submitted to RAC, Feedback forms, Assessment of Learning Levels at the Entry Level, Teaching Plans ,Evaluation of POs, PSOs,COs, etc., bringing about uniformity which is a prerequisite for monitoring quality and thereby enhancing it . Teaching Plans : The IQAC designed the Teaching plans with focus on Teaching inputs and teaching

methodologies especially Student Centric Methodologies adopted , with an objective to monitor and enhance the teaching learning process. Lab Manuals: To ensure a structured methodology for students,the IQAC ensured the preparation of Lab Manuals by the Home Economics Geography Departments. Teaching Innovations: To encourage Innovations in Teaching the various steps undertaken were, conduct of faculty development programs on the topic, organizing brainstorming sessions with the HoDs and faculty on the innovative teaching -learning methods,including ICT methods Entry Level Assessment of learning levels of students : The IQAC has planned and implemented a standardized method of Assessment of differential learning levels of students in the entry level through an Aptitude cum ability test. The test is designed and conducted by the respective Departments and a report is submitted to the IQAC. Library Practices: The IQAC promoted few healthy practices in the Libraries. Green Practices are planned successfully completed. .

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The curricula developed/adopted have relevance to the regional/national/global developmental needs with well-defined and informed learning objectives and outcomes at programme and course level. Structured feedback from students, alumni, employers and experts from academia, industry and research through course/programme review feedback Curriculum design is aligned with the institutional goals and objectives. ? Curriculum design and development is done through a well-defined process. ? Curricula developed/adopted have relevance to the local/ national/regional/global developmental needs. ? Employability and entrepreneurship, pursuit of higher knowledge, overall development of students are major considerations in the design and development of the curriculum. ? Developing global competencies are envisaged in the curriculum design. ? Consultation with experts academic, industry/ employment sector /alumni / other stakeholders in and outside the institution is effectively undertaken for developing the curricula. ? Leadership is provided to affiliated colleges (if applicable) for enriching the curriculum by encouraging skill development, need based programmes, etc Our institution is affiliated to S.G.B.A.U Amravati and the curriculum of U.G.(01) P.G.(02) and PhD.(02) courses is prescribed by University. Up to last five years annual pattern was adopted for running courses.for deciding syllabus distribution of marks Board of Study is authentic authority. Every year academic session schedule is directed. In the direction

of Principal the academic calendar for every year from each department and concern committees is prepared these schedule of work for each term is prepared and precise action plans are developed for effective implementation of the curriculum visualizing its aim to empower rural girls and women emanating from socio-economically backward zone of society. This yearly academic calendar with prominent events including felicitating of college toppers, enrollment of NSS volunteers, tests, annual examination, NSS regular special camp co-curricular activities etc. is made available through college. The curriculum delivery is effectively ensured through enriching and learned lectures, assisted by PowerPoint presentations, internet access, OHPs, visual charts, or even advanced e-tools and digital modern aids. Well prepared handwritten or printed notes, study material, question bank are given to students. Further enhancement is effected through conducting group discussions, quizzes, seminars and interactive sessions. Arranging guest lectures by eminent academicians is regular practice. Every department as per its academic year planner conducts activities for sound and expected outputs. The imparting quality of education is assessed and monitored by internal quality assurance cell which is aided by collecting regular feedback from stakeholders. Valued suggestions are often turned into action plans and remedial measures are incorporated to improve upon in future. ? As soon as the declaration of H.S.C. (12th standard) result admission committee starts its process. Admission process was completed by on partial on line process. Affiliation with SGBAU, Amravati, it adopts framed curriculum. University plans the academic & examination time table and publishes class wise syllabus booklets, which informs specific duration of academic sessions, annual, commencing and ending dates, related rules & regulation theory and practical courses, practical examination pattern. These are made available to concern colleges and if any changes newly included are conveyed in much advance to faculties and students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA		01/06/2018
MA	Marathi	01/06/2018
MA	Home Economics	01/06/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained
<p>Structured feedback from stakeholders, parents, students ex students and students is obtained for enriching the curriculum. The college follows the method of taking feedback from all the stakeholders. Feedback forms are designed and uploaded on the college website. The feedback is obtained manually as well as online. Based on the feedback on curriculum obtained from concerned stakeholders, the teachers and heads of the departments have communicated to BOS for necessary improvements/modifications/ restructuring in the syllabus • The college has established formal mechanism for obtaining feedback from all the stakeholders, as per the guidelines of NAAC. Feedback forms are designed and uploaded on college website. The feedback is obtained manually as well as in online manner. The feedback so obtained are analyzed and the information is communicated to BOS for necessary improvements/modifications/ restructuring in the syllabi. • The college also takes feedback from regular students and alumni with respect to changes in the syllabi. • Informal discussions are held regularly with students, alumni and parents about the syllabi. ? Feed back is taken from students from students and teachers year wise of on syllabus. ? Aoptions ? Any Four of above. 1. Students 2. Teachers 3. Alumni 4. Employers Data requirement: Report of analysis of feedback received from different stake holder's year wise</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Graduation in Arts faculty	480	352	352
MA	Marathi	160	85	85

MA	Home economics	40	28	28
View File				

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	352	113	8	0	8

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
8	8	3	3	0	2

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes, through teacher ward (presently Mentor –Mentee system. The college has since last twenty eight years practiced a system of mentoring called tutor ward was care to every ward to look after to her academic and psychological well being and also monitor class attendance performance. The same type of system has been now restructured and named as mentor system. under the mentor system the fulltime teacher of the college have been engaged as a mentor for each class. Students of each class in college are having full time lecturer as their mentor. At the beginning of academic session the class wise names of names of the mentor are displayed are displayed on the college notice board. The members are responsible for academic progress and psychological interest psychological well being of their mantees They are also interested with the task of mentoring the attendance and academic progress of the student they also provide psychological counselling to those who need them and refer them for more professional counselling if required. At the beginning of the academic session the the class wise names of mentors are are displayed on the college notice board the mentors are responsible for academic progress and psychological well being of their Mantis they are also interested with the task of monitoring the attendance and academic progress of students they also provide psychological counselling to those who need them and refer them fomo professional counselling if required. At the beginning of the academic session the mentors the mentor conduct orientation programmes of the Mantis where buy they are acquainted with the institutions its goals and mission the facilities available and the regulation of the affiliating University The the the mentor maintain the biographic of each individual mentee including educational background and socioeconomic status. They also maintain record of their class attendance class performance and academic progress. The mentors also use both formal and informal means of mentoring the mentor system apart from its a formal part also exits as robust informal mechanism to boost inclusiveness gender sensitivity and social responsibility of students. Under the mentor system the fulltime teacher of the college have been engaged as a mentor for each class. Students of each class in college are having full time lecturer as their mentor. At the beginning of academic session the class wise names of names of the mentor are displayed is displayed are displayed on the college notice board. The members are responsible for academic progress and psychological interest psychological well being of their mantees They are also interested with the task of mentoring the attendance and academic progress of the student they also provide psychological counseling to those who need them and refer them for more professional counseling if required. At the beginning of the academic session the the class wise names of mentors are displayed on the college notice board the mentors are responsible for academic progress and psychological well being of their Mantis they are also interested with the task of monitoring the attendance and academic progress of students they also provide psychological counseling to those who need them and refer them fomo professional counseling if required. At the beginning of the academic session the mentors the mentor conduct orientation programmes of the Mantis where buy they are acquainted with the institutions its goals and mission the facilities available and the regulation of the affiliating University The mentor maintain the biographic of each individual mentee including educational

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Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
465	8	465:6

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
12	8	4	0	6

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
View File			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	UG	Year	29/04/2019	19/07/2018
MA	P.G.	Semester	30/03/2019	22/07/2019
MA	P.G.	Semeter	30/03/2019	24/06/2019

[View File](#)

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Reforms initiated on continuous internal evaluation system in the college examination in place of traditional evaluation method in UG and PG courses. College organised debates group discussions seminar presentation. MCQ type questions in every subject are given for practice. Class tests common tests are conducted. Academic calendar prepared and adhered for conduct of examination and other related matters. The committee prepare academic calendar at the beginning of the year and on uploaded the college website and on notice board of the college. The academic calendar apps distributed to teaching and non teaching staff of the college. The academic calendar also contains the early schedule of the college ranging from list of holidays, date off national level holidays, state level, holidays local holidays and the institutional holidays. Schedule of college examination and other forms of evaluation search as revaluation through performance seminar presentation.. the tentative dates of college examinations and desserts are mentioned in academic calendar. College social gathering, parent teacher meet, ex student meet, college sports are included in the academic calendar Academic calendar prepared and adhered for conduct of examination and other related matters. The committee prepare academic calendar at the beginning of the year and on uploaded the college website and on notice board of the college. The academic calendar apps distributed to teaching and non teaching staff of the college. The academic calendar also contains the early schedule of the college ranging from list of holidays, date off national level holidays, state level, holidays local holidays and the institutional holidays. Schedule of college examination and other forms of evaluation search as revaluation through performance seminar presentation.. the tentative dates of college examinations and desserts are mentioned in academic calendar. College social gathering, parent teacher meet, ex student meet, college sports are included in the academic calendar Institute has its own way, and mechanism of evaluating the quality of teaching and learning. Principal of the college arranges meetings with students to discuss various issues regarding teaching learning process. Suggestions and complaints if any, are listened to, and actions taken in such meetings. Every three months, academic audit of every teacher is carried out by the principal and IQAC. The institute has prepared a feedback form in the form of questionnaire. Students are asked to fill these forms and response of students is conveyed to the teachers. This practice helps in improving the quality of teaching learning process. The college also has installed a suggestion box in the premises, where students can make their suggestions. The Principal evaluates daily diaries of staff and monitor quality. Principal also collects confidential reports, evaluates them and forwards to college management. Evaluation could help the college to enhance teaching learning process by improving teaching skills and meeting benchmarks on feedback process. Institute holds the regular monitoring of students throughout the year. Conducting class tests, unit tests, seminars, group discussions, assignments, project work are routine evaluation practices.

Valued answer papers are discussed with student as internal marks (performance in unit tests, projects, assignments, study tour and seminars) are displayed on notice board before commencement of university examinations for the clarification of grievances of the students. Performance report is conveyed to principal as well as parents of students. Special attention is given to weaker students by counseling and informing their parents. The college runs a GuardianTeacher scheme which monitors and assesses the curricular/cocurricular activities and provides personal assistance to students. Special examination committee is constituted in college to look after college examinations. It maintains the whole record of question papers, answer sheets, mark sheets, attendance, fine list, etc. Evaluation process is kept transparent. Internal assessment is based on unit tests, seminar presentation, assignments, project work, and study tour. Weight age is given to internal assessment is 13 (communication skills), score in practical examination is 33 and written examination is 53 whereas for annual pattern (Arts stream) weight age given to practical and written examination is 30 and 70 respectively. During internal assessment process, the overall personality aspects of the students like behavioral pattern, independent learning and other soft skills are also taken into consideration. The time table of internal assessment programme is displayed well in advance on notice board.. The process of internal assessment is completely transparent. All the students are well aware of this. The institute as well as teacher's uses assessment and evaluation as indicator for guessing students' performance. The students stand out from crowd in various assessing activities and evaluation procedures in different fields as academics, sport, cocurricular, extracurricular and extramural activities.. Students' general behavioral mannerism is also given due consideration during evaluation. Students' general behavioral mannerism is also given due consideration during evaluation. . If students have any doubts, grievances and queries with reference to internal evaluation, the institute gives an ear to their complaints and makes every effort to clear their doubts until their satisfaction.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The committee prepare academic calendar at the beginning of the year and on uploaded the college website and on notice board of the college. The academic calendar apps distributed to teaching and non teaching staff of the college. The academic calendar also contains the early schedule of the college ranging from list of holidays, date off national level holidays, state level, holidays local holidays and the institutional holidays. Schedule of college examination and other forms of evaluation search as revaluation through performance seminar presentation.. the tentative dates of college examinations and desserts are mentioned in academic calendar. College social gathering, parent teacher meet, ex student meet, college sports are included in the academic calendar.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://maccr.org/wp-content/uploads/2019/11/POC_for_college_website.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage

U.G	BA	Graduation	79	37	46.84
P.G.	MA	Marathi	35	20	57.14
P.G.	MA	Home Economics	16	13	81.25
No file uploaded.					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://maccr.org/wp-content/uploads/2019/11/POC_for_college_website.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
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International	English	3	3.14
International	Economics	1	3.15
International	Political Science	1	3.15
International	Library	2	5.5

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
View File						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
View File						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	3	3	1	0
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
View File			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat	NSS	Cleaning premises of bus stand, railway station, PHC center, college premises	5	120
Aids Awareness	NSS	Awareness Program	5	100
Gender Issues	NSS	Awareness	5	100
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
View File			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1700000	300000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
------------	-------------------------

Campus Area	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SLIM	Partially	2.9.2	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	1472	119979	129	19972	1601	139951
Reference Books	1094	240275	44	8867	1138	249142
Journals	38	51408	7	16732	45	68140
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	17	1	1	0	0	0	0	5	0
Added	0	0	0	0	0	0	0	0	0
Total	17	1	1	0	0	0	0	5	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

5 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1014000	973570	2486000	402947

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Top management assures free hand leadership to the faculty for efficient and smooth running of college and quality maintenance by following measures:

- Heads of the departments lead other faculty members by holding frequent and regular departmental meetings with them to discuss and execute curricular, cocurricular and extension activities, as well as other parameters and issues required for departmental adequacy for smooth teaching learning and research.
- Moreover they are allowed to involve in Board of Studies and contribute in curriculum designing.
- Heads of departments are responsible for selecting equipment's for purchasing in priority order.
- They are invited in interviews for selection of contributory hour basis teachers and express their views on selection of candidates.
- Recently Academics Monitoring Committee has been constituted to monitor running and quality assurance in curricular and cocurricular aspects which are being handled by faculty members.
- The coordinators have been appointed for Research Committee, coaching for competitive examinations and career and training placement cell to coordinate efficacy of functioning in these spheres and they shoulder the total responsibility of task within their purview and make year plans for diverse activities with sharing suggestions of committee members which are approved by Principal.
- 3 teaching staff members and 1 from nonteaching sector are given representation on CDC to voice demanding issues regarding infrastructural needs, result, administration, appointments, personal and students' grievances, etc.
- Principal assigns particular responsibility and task to specific faculty member and who is often accessible as and when required by college authority for relevant guidance and cooperation. Institute believes in virtues of team spirit and decision making. Principal, by supportive assistance of heads of the department participate in decision making in democratic way. Departmental heads enjoy full operational autonomy regarding planning and execution of their assigned work within stipulated time frame like:
- Distribution of syllabus as per work load.
- Distribution of theory lectures and practical's in departmental time table.
- Internal examinations and assessment.
- Liberty in selection and purchasing material on the basis of prioritized needs viz. books/chemicals/equipment's, etc.
- Total freedom in purchasing material below the cost of rupees one thousand.
- Planning of departmental annual calendar of curricular, cocurricular and extension activities and their execution.
- Further the administration is decentralized to great extent in form of formulation of various administrative committees. These monitor the roles of different departmental activities and carry out diverse curricular, cocurricular and extracurricular activities. Committees involve every faculty member from teaching, nonteaching and a few student representatives. Each one headed by convener / coordinator holding respective power and responsibility. These are delegated according to faculty's talent, skills, competence, aptitude, devotion and commitment for work to achieve institute's goal.
- The admissions are monitored by admission committee.
- The administrative and academic activities are reviewed by the IQAC and its audit verification for accountability.

<http://macccr.org/wp-content/uploads/2019/11/Procedures & Policies for maintaining & utilizing physical academic & support facilities.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees

No Data Entered/Not Applicable !!!

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
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No Data Entered/Not Applicable !!!

[View File](#)

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
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No Data Entered/Not Applicable !!!

[View File](#)

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed

No Data Entered/Not Applicable !!!

[View File](#)

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	22	Mahila Arts Commerce, College, Chandur Railway.	Marathi	Mahila Arts Commerce COLLEGE, Chandur Railway.	M.A. Marathi
2018	4	Mahila Arts Commerce College, Chandur-Railway	Home Economics	Mahila Arts Commerce College, Chandur Railway.	M.A. Home Economics

[View File](#)

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Group/solo songs	institution level	20
Skit	institution level	10
Rangoli Flower show Dish decoration	institution level	25
Poster panting One minute show Sports	institution level	25
Cultural Program,One Act Play	institution level	50
Essay writing	institution level	40
Debate Question Quiz	institution level	30
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college works for the benefits of the students throughout the year and pursues several activities within the and outside College campus the major activities persecuted by students in 201819 1 cultural activities to fresher's party celebration of birth and death anniversary of Mahatma Gandhi teachers Day celebration in memory of sarvepalli radhakrishnan 4 celebration of annual social 5.gathering Marathi rajbhasha din activity. Other activities participate in blood donation camp off central railway of Chandur -Railway. railway.Top management assures free hand leadership to the faculty for efficient and smooth running of college and quality maintenance by following measures: • Heads of the departments lead other faculty members by holding frequent and regular departmental meetings with them to discuss and execute curricular, cocurricular and extension activities, as well as other parameters and issues required for departmental adequacy for smooth teachinglearning and research. Moreover they are allowed to involve in Board of Studies and contribute in curriculum designing. • Heads of departments are responsible for selecting equipment's for purchasing in priority order. • They are invited in interviews for selection of contributory hour basis teachers and express their views on selection of candidates. • Recently Academics Monitoring Committee has been constituted to monitor running and quality assurance in curricular and cocurricular aspects which are being handled by faculty members. • The coordinators have been appointed for Research Committee, coaching for competitive examinations and

career and training placement cell to coordinate efficacy of functioning in these spheres and they shoulder the total responsibility of task within their purview and make year plans for diverse activities with sharing suggestions of committee members which are approved by Principal. • 3 teaching staff members and 1 from nonteaching sector are given representation on LMC to voice demanding issues regarding infrastructural needs, result, administration, appointments, personal and students' grievances, etc. • Principal assigns particular responsibility and task to specific faculty member and who is often accessible as and when required by college authority for relevant guidance and cooperation. Institute believes in virtues of team spirit and decision making. Principal, by supportive assistance of heads of the department participate in decision making in democratic way. Departmental heads enjoy full operational autonomy regarding planning and execution of their assigned work within stipulated time frame like: • Distribution of syllabus as per work load. • Distribution of theory lectures and practical's in departmental time table. • Internal examinations and assessment. • Liberty in selection and purchasing material on the basis of prioritized needs viz. books/chemicals/equipment's, etc. • Total freedom in purchasing material below the cost of rupees one thousand. • Planning of departmental annual calendar of curricular, cocurricular and extension activities and their execution. • Further the administration is decentralized to great extent in form of formulation of various administrative committees. These monitor the roles of different departmental activities and carry out diverse curricular, cocurricular and extracurricular activities. Committees involve every faculty member from teaching, nonteaching and a few student representatives. Each one headed by convener / coordinator holding respective power and responsibility. These are delegated according to faculty's talent, skills, competence, aptitude, devotion and commitment for work to achieve institute's goal. • The admissions are monitored by admission committee. • The administrative and academic activities are reviewed by the IQAC and its audit verification for accountability

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

To build a selfmotivated and continuing relationship with college Alumni to facilitate greater collaboration and connection for mutual wellbeing and progress. Mahila Arts Commerce College, ChandurRly has always given a thought to have compendium of providing only best of the best education to its students, our Alumni on the other hand are adding values to its reputation with their influences to the society. It would be an understatement to mention that today College is having its presence in each and every part of the Maharashtra in the form of its Alumni. Formal Alumni Meets are such opportunities which enable Alumni to reunite with their friends and faculty members, revitalize their memories and share experiences of their past and present life. At the same time it also enables us to receive constant updates of our Alumni and to have structured engagements with our Alumni of mutual interests and gains. The areas where Amity is utilizing the Alumni Network: 1.In building the Colleges s reputation, which relies in large part on how successful graduates are in the real world. 2.Our existing students have better job prospects because their seniors are creating a perfect legacy in the corporate world with their knowledge and values. Major platforms where Snehbandh(Name of Alumni association) Alumni are engaged: 1.Invited Talks/ Guest Lectures/ Alumni Forums 2.Member of College Development Committee 3.Engaged with institutions in the capacity of external examiners . 4.Exclusive engagement with existing students of Amity and its Alumni under Mentor Mentee Programme 5.Alumni also take part in various Social Activities like , Human Value. 13. Alumni are also engaged in various students driven activities like committees as a Jury Member,

facilitator and activities supporters.

5.4.2 – No. of enrolled Alumni:

7

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

1. Activities: • Regular meets are organized in which alumni recollect their golden memories and express their heartfelt views. • Constructive suggestions are incorporated in college development. • Few alumni visit as resource persons and contribute in academic and nonacademic enrichments. Association has raised some corpus fund to enhance infrastructural development. Day by day horizons of alumni association are expanding and it is enriching by new enrollments

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Heads of departments are responsible for selecting equipment's for purchasing in priority order. The bulk of the students pursuing higher education in this college are emanating from rural areas. They belong to socioeconomically backward sector of society. The vision and the mission statements are in synchrony with the intellectual potential and academic needs and demands of the region with the aim of equipping them for individual to national life. To reflect the national policies of higher education through the vision and mission of the institute, it undertakes following endeavors: Top management assures free hand leadership to the faculty for efficient and smooth running of college and quality maintenance by following measures: • Heads of the departments lead other faculty members by holding frequent and regular departmental meetings with them to discuss and execute curricular, cocurricular and extension activities, as well as other parameters and issues required for departmental adequacy for smooth teachinglearning and research. Moreover they are allowed to involve in Board of Studies and contribute in curriculum designing. • • They are invited in interviews for selection of contributory hour basis teachers and express their views on selection of candidates. • Recently Academics Monitoring Committee has been constituted to monitor running and quality assurance in curricular and cocurricular aspects which are being handled by faculty members. • The coordinators have been appointed for Research Committee, coaching for competitive examinations and career and trainingplacement cell to coordinate efficacy of functioning in these spheres and they shoulder the total responsibility of task within their purview and make year plans for diverse activities with sharing suggestions of committee members which are approved by Principal. • 3 teaching staff members and 1 from nonteaching sector are given representation on LMC to voice demanding issues regarding infrastructural needs, result, administration, appointments, personal and students' grievances, etc. • Principal assigns particular responsibility and task to specific faculty member and who is often accessible as and when required by college authority for relevant guidance and cooperation. Institute believes in virtues of team spirit and decision making. Principal, by supportive assistance of heads of the department participate in decision making in democratic way. Departmental heads enjoy full operational autonomy regarding planning and execution of their assigned work within stipulated time frame like: • Distribution of syllabus as per work load. • Distribution of theory lectures and practical's in departmental time table. • Internal examinations

and assessment. • Liberty in selection and purchasing material on the basis of prioritized needs viz. books/chemicals/equipment's, etc. • Total freedom in purchasing material below the cost of rupees one thousand. • Planning of departmental annual calendar of curricular, cocurricular and extension activities and their execution. • Further the administration is decentralized to great extent in form of formulation of various administrative committees. These monitor the roles of different departmental activities and carry out diverse curricular, cocurricular and extracurricular activities. Committees involve every faculty member from teaching, nonteaching and a few student representatives. Each one headed by convener / coordinator holding respective power and responsibility. These are delegated according to faculty's talent, skills, competence, aptitude, devotion and commitment for work to achieve institute's goal. • The admissions are monitored by admission committee. • The administrative and academic activities are reviewed by the IQAC and its audit verification for accountability. Thus, decentralized device empowers the departments and individual faculty and makes them enough confident and selfdecisive. However careful checks always loom to ensure decision made in careful, proper and feasible manner. As per need, these decisions are reviewed by higher authority. The suggestions from management are communicated to teaching / nonteaching staff and implemented by the Principal

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Unable to do any change in Curriculum development, because it is well decided planned by Sant Gadge Baba University, Amravati.
Research and Development	<p>i. To encourage them to present research papers in National International state level seminar and to act as a resource persons. iii. Exhibits the publication of research work of the faculty members in the college library to inspire for the research if. Motivation of the faculty members and students to organise seminars, workshops, institutional level state level, National level and international level. 5 encourage faculties to act as young feel and PHD supervisors. v. library ICT and physical infrastructure provision for WiFi facility in campus for the use of e learning resources</p>
Admission of Students	<p>1 fully computerized office and accounts .2. Online admission process of UG and PG. 3 display of all important notifications point 2.1 curriculum development a. Inclusion of field work industrial visits and educational excursions in both undergraduate and post graduate levels</p>

	<p>of complementary traditional examinations teaching and learning 1 wide access to internet facility tu in cricket online learning management eBook regional facility for caring outside 2. Learning through field work visits and industrial eBook journals facility for caring outside.4. Enhancement of learning skill of students through participation indifferent seminars</p>
Human Resource Management	<p>Human resource Management 1 motivating and facilitating the faculty members to participate ine refreshers orientations and short term courses and the programs like train the trainers self appraisal of the teachers through maintenance of academic diary 3 maintenance of grievance redressal cell anti ragging committee sexual harassment committee 4 MOU,with doctor who will visit the college in emergency for the treatment of facility to teaching and non teaching staff.</p>
Industry Interaction / Collaboration	<p>Industry visits are organized</p>
Admission of Students	<p>Admission of students.1. Online admissions including payment facility. 2. online admission is made strictly on the basis of criteria design by Gadge Baba Amravati University Amravati .3. strict observance of government rules for reserved category.</p>
Examination and Evaluation	<p>Examination and evaluation a college has complemented traditional written examination with project work assignment debates group discussions literature review PowerPoint presentation Grand Viva, seminar and research and development i.motivate faculty members for research publication in peer reviewed journals with high impact factor</p>

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Finance and Accounts	<p>Finance and accounts when fully computerize account section to maintain College campus accounts through computers</p>
Student Admission and Support	<p>student admission and support 1 online admission and fees deposited in bank accounts on the same day of admission</p>
Administration	<p>1.online leaves applications 2.notice display for students and other stakeholders.</p>

Examination	online information forms from Sant Gadge Baba Amravati University Amravati.
Planning and Development	Implemented SMS system for circulating information including regular notices to all stakeholders.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
View File				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
View File						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Train the Trainer Programme	2	29/10/2018	03/11/2018	6
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
8	8	7	7

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Considering rapid changes in technology and industry expectations, the Institute encourages its staff in acquiring	Welfare Schemes for NonTeaching staff: Institute believes in the overall development of its administrative	Corpus fund for helping needy students

the latest skills by deputing them for various programs/conferences.

Empowering teachers with personal computation facility: The Institute provides laptops or desktops to every faculty and encourages them to use modern teaching aids.

General Welfare Schemes for all staff:

Policy for Higher Studies: The Institute recognizes the need for continuously educating its teachers. Faculty who have completed two years of continuous service are provided with Leave/Reduced teaching load to pursue Masters/Doctoral research

Leaves: The Institute has various leaves like casual leave, sick leave, earned leave, maternity leave, study leave and compensatory leave as per the HR policy.

Gratuity: All staff are eligible for Gratuity after completing continuous service of minimum years.

Medical Insurance: All staff are covered with Medical insurance of Rs. 1,00,000/.

Medical Assistance in Emergency: The Institute has tied up with TOPSLINE Emergency Response Service for 24x7 medical support facility.

First Aid boxes are available at various locations on campus.

Counselling Centre: Realizing that life in the city is very hectic students and staff may experience stress and depression. Thus, the Institute has a professional counsellor to address students

Staff. Early Salary payments during festivals: During

support staff as well.

Special training for soft skills: The Institute gives equal emphasis on the softskills training of nonteaching staff.

Staff appointment on compassionate grounds: The objective of the scheme is to grant appointment on compassionate grounds to a dependent family member of an employee who has expired while in service

prominent festival times, salaries of staff are credited well in advance.

Health Awareness Programs: The Institute arranges or participate in health awareness programmes like cancer awareness, yoga sessions, organ donation, blood donation etc.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The Institute has a system of internal as well as external audit. Internal audit helps the institute to follow a systematic approach to evaluate and enhance the effectiveness of financial processes. It reviews and approves information and compliance with policies and SOPs. It observes the accounting heads like Fees collected from students, various expenses made, Provident Fund, Profession Tax, TDS, Assets and Liabilities etc. A thorough check and verification of all vouchers of the transactions is carried out in each financial year. The observations given by the auditors are duly complied with. The Books of Accounts of the Institute are audited by the inhouse audit team. Statutory audit is conducted once in a year by the external auditor as per stipulated provisions of the Income Tax Act. The Institute has a system of internal as well as external audit. Internal audit helps the institute to follow a systematic approach to evaluate and enhance the effectiveness of financial processes. It reviews and approves information and compliance with policies and SOPs. It observes the accounting heads like Fees collected from students, various expenses made, Provident Fund, Profession Tax, TDS, Assets and Liabilities etc. A thorough check and verification of all vouchers of the transactions is carried out in each financial year. The observations given by the auditors are duly complied with. The Books of Accounts of the Institute are audited by the inhouse audit team. Statutory audit is conducted once in a year by the external auditor as per stipulated provisions of the Income Tax Act.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
View File		

6.4.3 – Total corpus fund generated

1760

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	College Academic Committee under principals

				chairmannship
Administrative	Yes	Audiotr	Yes	

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Guidance session from parents were organized on social issues for acquiring life living skill .

6.5.3 – Development programmes for support staff (at least three)

1.They can enhance their academic qualification. 2. Soft skill development programs were organized by university institute permitted them to attend it. 3. Chance of promotion if acquire essential qualifications.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Two Day National Level Conference on "Rashtriy Shabadawali Aayog " (Sponsored by HRD Ministry) 15th and 16th February 2019. 2. One Day workshop on Cashless Transaction for students staff. At Adopted village Tembhorni, for villagers. 3. Student Feedback on Institutional Performance, Curriculum, Library, Faculty, Self Rating, Alumni, parents stake holders 4. Orientation programme for First Year students by collage. 5. Organizing Parent meet and Alumni Meet every year 6. Regular Website updating. 7. Planning of skill development program like "Train the Trainer", by HRD ministry sent two faculty from college.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	
c)ISO certification	
d)NBA or any other quality audit	

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Pre marriage counseling	01/12/2018	08/12/2018	100	0
Female Foeticide Awareness	01/01/2019	08/01/2019	180	0
In N.S.S special camp	02/03/2019	08/10/2019	100	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

Energy Conservation: Energy conservation has been a top priority at our institute. Keeping this goal in focus green initiatives are undertaken. The measures are being taken: • A proposal for green infrastructural changes is being forwarded. • Replacing ordinary incandescent light bulbs to compact fluorescent light. (CFL) / LED bulbs, wherever possible. • A simple but potent way of energy conservation. • Unplugging after the charging of laptops mobile devices to conserve energy. • Mandatory initiatives are taken to create awareness about energy crisis, consumption and effects of carbon emission. • Colourful posters and placards made by green soldiers on energy conservation are displayed in corridors, class rooms, computer labs, and office and other sensitive zones. • Guest talks have been arranged or students faculty on energy conservation, to avoid misuse of it. Small and minor steps viz. shutting down computers, when not in use, turning off electric appliances at day end are being practiced. **Water harvesting:** Rain water harvesting system has been set up with roof top harvesting. Water harvested by rain water harvesting technique is being used for watering gardens. **Hazardous waste management:** • Leaf litter from garden and campus waste papers, kitchen waste from homeeco dept. is proceeded for vermicomposting and compost produced used for garden mannuare. **Plantation:** NSS Tree plantation drive to offset carbon emission students are advocated to respect environment through tree plantations, plant sapling planted within outside Year No.of sapling planted Area 20182019 100 Trees Campus,adopted village. • Students mentoring tree saplings. • University provided tree saplings for distribution and planting within campus. Integrating environment education course for B.A. Part II students is promoting increase of environmental awareness. In this context guest lectures also have been arranged.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Ramp/Rails	Yes	0
Rest Rooms	Yes	0
Scribes for examination	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	2	13/02/2019	0	Blood Donation in collaboration with railway labour union Chandur Railway	01	3

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Hand Book on Human Values	14/06/2018	<p>Hand Book Of Human Values</p> <p>Concept of Human Values:</p> <p>Human values are the virtues that guide us to consider human element when one interacts with other human beings. They are our feelings for the human essence of others. It is both what we expect others to do to us and what we aim to give to other human beings. These human values give the effect of bonding, comforting and reassuring. There are five stem values and many subvalues or virtues that come from the main values. Together they make up the tapestry that forms an individual of character, containing all that makes a human noble, caring and kind. • Love • Peace Using the tool of the mind • Truth Using the power of intellect • Right Conduct Using the tool of the body • Nonviolence Awakening the spirit within Human Values cannot be taught in a class room setting. To inculcate human values an individual must go out get engaged with the community. By practically working in the field, an individual gets sensitized towards the social issues problems learns his/her roles responsibilities towards society nation. One learns about the structure functioning of various social agencies realizes the importance of cooperation participation towards the social programs initiated by them. The idea is to transform an individual into a socially</p>

responsible being who is also an accountable citizen. Philosophy of Human Values at Mahila Arts Commerce College, ChandurRly. College has a strong inclination towards instilling inculcating human values among its students so that when they pass out they not only become outstanding professionals but also stand out as individuals with strong ethics character Vision Building the nation and the society through providing total, integrated and transcultural quality education and to be the global front runner in value education and nurturing talent in which Modernity Blends with Tradition Mission To provide education at all levels in all disciplines of modern times and in the futuristic and emerging frontier areas of knowledge, learning and research and to develop the overall personality of students by making them not only excellent professionals but also good individuals, with understanding and regard for human values, pride in their heritage and culture, a sense of right and wrong and yearning for perfection and imbibe attributes of courage of conviction and action.

Teachers Code of Conduct

14/06/2018

Code of Conduct for Teachers Teachers should
 1) Plan, prepare and deliver lectures as per their Time Table. 2) Teach according to the educational needs, abilities and attainment of the individual pupils and groups of students.

3) Promote the general progress and wellbeing of individual students, groups of students or classes entrusted to her. 4) Make them available to student seven beyond their class hour, help and guide students without any remuneration or reward. 5) Provide the necessary information and advice and makes the necessary requisitions and arrangements in connection with the teaching of the subject/s assigned to her. 6) be affectionate with students and not behave in a vindictive manner towards any of them for any reason. 7) Manage their private affairs in a manner consistent with the dignity of the profession. 8) Participate in meetings of respective bodies held in the institution. 9) Cooperate with the College's Principal, Head of departments, other faculties in the preparations and development of courses of study, teaching programmes, methods of teaching and assessment prescribed by the SGBAU Amravati. 10) Maintains good order and discipline among students and safeguards their health and safety in the campus. 11) Participate in staff, group or other meetings for the better organization and administration other institution, or related to the institutional curriculum. 12) Participate in extension, cocurricular and extracurricular service. 13) Share in any possible and reasonable way in the

proper management, organization, order and discipline of the institution 14) Participate in further personal training and professional development as a teacher, including the attendance to inservice education and training courses prescribed by UGC sponsored Academic staff colleges. 15) Respect the right and dignity of the student in expressing his/her opinion. 16) Deal honestly and impartially with students regardless of their religion, caste, political, economic, social and physical characteristics. 17) Recognize the difference in aptitude and capabilities among students and strive to meet their individual needs. 18) Encourage students to improve their attainments, develop their personalities and at the time contribute to community welfare. 19) Inculcate among students scientific outlook and respect for physical labour and ideals of democracy, patriotism and peace. 20) Aid students to develop and understanding of our National Heritage and Goals. 21) Refrain from inciting students against other students, colleagues or administration

Research Ethics

14/06/2018

Vidarbha Youth Welfare Society Amravati's Mahila Arts, Commerce College, Chandur Railway ETHICS IN RESEARCH ? Introduction The college is committed to promoting and maintaining high standards of integrity and accountability in the

conduct of academic research and is keen to embed and endorse a culture of honesty and transparency. The College is dedicated to guaranteeing a free academic environment to conduct research, to teach and to publish, subject to the norms and standards of scholarly inquiry, without interference or penalty.

Cognizant of our responsibility to our stakeholders, the college has formulated the Code of Ethics. The following are the points to be considered: ? Integrity and Honesty Integrity and Honesty is of paramount importance in the conduct of research. Integrity, accountability and responsibility in conducting academic research form the cornerstone of any academic enterprise and promote excellence in academic research. All faculty, research staff, and students should fulfill the responsibilities and obligations charted out.

Conduct of Research 1. Conduct all research activities in accordance with the accepted standards of our discipline. 2. Refrain from accepting or undertaking research assignments requiring competencies that we do not have, unless collaborating with or being supervised by a more knowledgeable scholar. 3. Ensure the accuracy of all data that we and our collaborators have gathered and/or used in our research. Only the correct data,

information, and research results shall be reported in journals, conferences.

Plagiarism 1. Not to plagiarize that is, to present portions of another's report or data as our own, even if the other work or data source is cited occasionally. 2. Cite clearly all sources of information and data that we use which are not the results of our own research 3. Give proper acknowledgment and credit to resource/funding sources of our research.

? Justice and Fairness We recognize that research is a collaborative effort and it is therefore vital that we treat our peers, colleagues, students, benefactors, and research participants justly and fairly. To this end it is

proposed that the Researcher will: 1.

Provide assistance to other researchers, especially if we are uniquely qualified to do so by our expertise. 2. Take diligent care of equipment, material resources, and results.

3. Appropriately attribute and credit to others their accomplishments and research results which we may have utilized in our own research. 4.

Acknowledge the material contribution of others in our research undertaking.

? Safety and Beneficence Because we are scholars with extensive expertise in our fields, and who strive to contribute to human and national development, it is our duty to protect and promote the safety and interests of the community. In this

respect, we have the following obligations, as stated below: 1. Call the attention of the public and the authorities to any hazard we observe that threatens human and environmental safety 2. Avoid making misleading or exaggerated statements or publicizing equivocal research findings as fact and avoid deliberate violation or circumvention of regulations governing research. 3. Ensure that laboratory wastes are properly disposed or treated, and our research activities do not result in environmental degradation. ? Respect for Human Rights and Dignity In our research undertakings, we are in a position to direct or influence the behavior and attitudes of those who participate in and utilize our research. We must do this by adhering to the obligations enumerated as follows: 1. Respect cultural, individual, and role differences among research participants and consumers, including those based on age, sex, gender identity, nationality, ethnicity, disability, language, or socioeconomic status. 2. Eliminate from our research practices and reports any biases that are based on the aforementioned factors. 3. Provide participants with the opportunity to obtain information about the design, procedures, results, and conclusions of the research. 4. Protect our participants' right to privacy and confidentiality.

<p>Students Hand book</p>	<p>14/06/2018</p>	<p>Student Handbook • Extracts from regulations on academics at College, conduct of examination Scheme of evaluation, discipline among students in university, student support services and registration, fee payment readmission etc. are published as "STUDENT HANDBOOK" (for guidance compliance by students) on at the time of commencement of each academic session. It is mandatory for each student is to download the "STUDENT HANDBOOK" from college website In the first semester for B.A.I Yearly pattern for B.A.II B.A.III . Prospectus of the college is available on website of college. Student may view PPT on various academic topics and events to increase their knowledge in addition to course curriculum. Hostel Accommodation Student register their names for allotment of hostel accommodation. Student Resources Student resources available at our college campus are available</p>
<p>Code of Conduct for non teaching/support staff</p>	<p>14/06/2018</p>	<p>Code of Conduct /Policy Support Staff: NonTeaching Staff Code of Conduct outlines management's expectations regarding employees' behavior towards their seniors, supervisors colleagues, students and overall organization. 1Personal: 1.All are free to express their views and feedback regarding work and systems. 2.All support staff must wear the uniform on all working days. They must compulsorily wear the Identity Card at all</p>

times on the campus. 3. All Support staff must be computer literate. Every staff must hold at least one computer certification upon appointment. In case a computer non qualified staff is appointed, he must obtain a certification within one year of appointment. Failing which his/her services are liable to be terminated. 4. All should complete their duties efficiently and in a timely manner. 5. All should be punctual when coming to and leaving from work. 6. All should fulfill their job duties with integrity and respect toward colleagues, stakeholders and the community. 2 Work and Behavior 1. All must show professionalism in the college 2. All should respect their colleagues. 3. Support staff is urged to respect the professionalism of academic employees and fellow support staff members and to refrain from behavior that would prevent others from fulfilling their duties, for example, by failing to order books or repair equipment 1. They should maintain the work culture and environment of the college. 2. All must comply with environmental, safety and fair dealing laws. 3. All should treat the college property with respect and care and Should demonstrate a concern for the appropriate use and maintenance of all equipment provided by the college. 1. Ensure that college services such as photocopying and postage

are used only for college purposes 2. Kindly refrain from spending unnecessary time on the college computer. 3. Any work assigned by the Head of Department , Principal and any other authority of the college will be willingly accepted and effectively executed on time. • Examination duty and NSS duty is mandatory for all support staff • Interdepartmental transfers will be accepted willingly as and when proposed by the authorities. • All support staff must attend Development Programs and training workshop to update themselves. o Concessions: • All non teaching staff members who wish to further their qualification will be provided 50 fee concession. • All non teaching staff members whose children are admitted in the campus schools and colleges are eligible for 50 fee concession. o Leave Procedure: All support staff must get the casual leave sanctioned from their respective heads before proceeding on leave. The casual leave form must be submitted to the college leave clerk before proceeding on leave. In case of emergency casual leave the support staff must intimate the head as well as the leave clerk through SMS/Email/Whats App. Upon return from emergency casual leave the support staff must forward the casual leave form to the college office within two days of rejoining. No support staff can avail any duty

leave without the explicit permissions of the higher authority.

- o Disputes and their Resolution • All are expected to avoid any conflicts, personal, financial or otherwise that might hinder their capability or willingness to perform their duties.
- All non teaching staff should avoid offending, participating in serious disputes and disrupting the workplace.
- In case of any disputes it should be sorted out with the help of the direct authority, and if solution is not forthcoming from the direct authority then only principal may be approached.
- o Interaction with students.
- Support staff will demonstrate courtesy, respect, patience, and willingness to help in all their interactions with students in any context.
- All should strive actively to avoid conflict between themselves and any student.
- Refrain from physical intervention to resolve a conflict between students.
- In the event of conflict initiated by a student, the employee will maintain an open, nonconfrontational attitude and report the incident to the administrative or departmental head.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Republic Day Students and staff of all Institutes on the campus assemble every year on 26 January on	26/01/2019	26/01/2019	25

<p>the occasion of Republic Day and attend flag hoisting followed by a systematic parade by security guards. Special talks are arranged on various topic</p>			
<p>Independence Day Independence Day is celebrated every 15 August in our college with a flag hoisting ceremony followed by a systematic parade by security guards. Inspirational speeches are given by higher authorities. To promote unity and harmony, var</p>	15/08/2018	15/08/2018	25
<p>Gandhi Jayanti Gandhi Jayanti is celebrated in a unique manner at college in remembrance of Mahatma Gandhi. Remembering his principles and acting on it</p>	02/10/2018	02/10/2018	120
<p>Marathi Bhasha Diwas Marathi Bhasha Diwas is celebrated by the Students on every 27 February to commemorate the birth anniversary of the eminent Marathi poet, playwright, novelist 'Kusumagraj', V.V. Shirwadkar. Various facets of Marathi language are</p>	27/02/2019	27/02/2019	200
<p>significant commemorations College library department organized a memorial service to</p>	14/10/2018	14/10/2018	25

<p>pay homage to the "People's President" Dr. A.P.J. Abdul Kalam. Selected motivational speeches were displayed. A graffiti wall was created to pay tribute to him i</p>			
<p>Teachers' Day Teachers' Day is commemorated as the birth anniversary of Dr. Sarvepalli Radhakrishnan, a great teacher. Students organizes an inspirational lecture by the Principal, for all the teachers. Students celebrate Teachers' Day in their own</p>	<p>05/09/2018</p>	<p>05/09/2018</p>	<p>35</p>

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Following measures have been taken to Eco friendly campus The measures are being taken:

- A proposal for green infrastructural changes is being forwarded.
- Replacing ordinary incandescent light bulbs to compact fluorescent light. (CFL) / LED bulbs, wherever possible.
- A simple but potent way of energy conservation.
- Unplugging after the charging of laptops mobile devices to conserve energy.
- Mandatory initiatives are taken to create awareness about energy crisis, consumption and effects of carbon emission.
- Colourful posters and placards made by green soldiers on energy conservation are displayed in corridors, class rooms, computer labs, and office and other sensitive zones.

Guest talks have been arranged or students faculty on energy conservation, to avoid misuse of it. Small and minor steps viz. shutting down computers, when not in use, turning off electric appliances at day end are being practiced.

Water harvesting: Rain water harvesting system has been set up with roof top harvesting. Water harvested by rain water harvesting technique is being used for watering gardens.

Hazardous waste management:

- Leaf litter from garden and campus waste papers, kitchen waste from homeeco dept. is proceeded for vermicomposting and compost produced used for garden mannuare.

Plantation: NSS Tree plantation drive to offset carbon emission students are advocated to respect environment through tree plantations, plant sapling planted within outside

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best practice the college has once active unit of NSS volunteers under able leadership of to program offices both the units are actively engage in several activities with in and outside of the college. Swachhata pandharwada 2octber to 8october First week first week of December. best practices maintenance of environment environment friendly campus college campus is environmentally friendly green campus perennial and seasonal plants spaces in the college

regularly maintain this plant species campus is clean Green book is uploaded on the college website chemical fertilizers are replaced by biofertilizers for use in the college campus.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://maccr.org/wp-content/uploads/2019/11/Institutional_Best_Practices_in_NAAC_Format.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Student Involvement in Innovation and Research being a research and innovation driven college , encourages students towards research and innovation practices. Apart from Doctorate PG, UG students are also encouraged and given opportunity to get involved in research efforts. for those students who have interest in research and innovation. Independent Study and Research (ISR) course is a research driven course open to both UG and PG students. The student is required to present the body of work in an objective report and demonstration thereby enabling their critical thinking abilities in problem solving. Information about the course is included in the following Weblink. Pre PhD course will start soon, During the course, the student will learn how to: Develop a research proposal Carry out a literature search and write a critical stateofart review Select suitable research methods and integrate them within a research methodology Carry out the research processes Analyze results critically Writeup the body of work as a technical report Outcomes: These courses provide an opportunity to pursue research in a topic within the broad area of the students interest. Undertaking the course will enable the student to: Investigate in depth a problem of scientific relevance Survey recent research in a chosen topic Acquaint with research methods applicable to the topic Organize and carry out an independent study Develop writing and presentation skills for scientific communication In the last few semesters that we had introduced this course to our UG and PG student, the outcomes of these courses were significant and a good number of indexed research papers, patents and new technologies evolved from this course. It was also found that student who took this course had published good quality papers which helped them to get, M.Phil. and PhD admission with scholarship in prestigious universities A research and innovation driven university, encourages students towards research and innovation practices. Apart from Doctorate PG, students are also encouraged and given opportunity to get involved in research efforts Dissertation are made research driven and research papers have come out of this work as an outcome. Beside this special coaching on Independent studies which are intended for Advanced Learners and for those students who have interest in research and innovation. Independent Study and Research (ISR) course is a research driven course open to PG students. In this course, students are given a research problem on which they work for a year with the possibility of a publication and dissertation . The student is required to present before subject expert with the body of work in anobjective report and demonstration thereby enabling their critical thinking abilities in problem solving. 1.It helped in identyifying the areas of improvement 2.Institutions had proposed action plan in their implementation report for improvements in teaching pedagogy, infrastructure, learning resources, facilities and support system etc which also served as an input during the programme review and strategic planning of the university. Problems encountered and resources required 1. Training of faculty 2. To develop framework for alignment of PEOs with university objective and mission .

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

• To begin B.Com. Stream • All staff members will attend the NAAC workshop in various universities. • Faculty will try to publish maximum Research paper in International journal by UGC refereed. • Geography department will start Soil Testing Farmer counseling centre in Collaboration with Government agencies. • INFLIBNET and OPAC are functioning will improved. • More efforts will make it more appreciative greenery. • Peer mentoring for teachers will work more effectively. • Increase Alumni contribution for academic development financial support to college. • Make more efforts to effective implementation for all students' participation in all activities. • Central documentation will more carefully maintain. • Try to utilize the hostel building for college students. • Increase in number of class rooms. • Common room with toilet facility, student support system center with computer facility, xerox college stationary. Improve quality of food reduce in rate of food. • Common computer lab facility will be improved. • Spacious library for more books with reading room. Purchase PG and research programmes offered quality of books. • Will apply for various subjects stream to SGBAU, Amravati. • Upgradation of laboratories and Procuring relevant tools and models after completion of new Laboratory building construction. • Computer acquaintance non credit course spoken and written skill in English will arrange. • Competitive Exam Guidance center will be set up.