Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**VIDYASAGAR KALA MAHAVIDYALAYA**
Name of the head of the Institution	**P. K. Unnikrishna Pillai**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**07114-7722039541**
Mobile no.	**9423605177**
Registered Email	**info@vidyasagarartscollege.org**
Alternate Email	**pkukp16@gmail.com**
Address	**Khairi (Bijewada), Ramtek**
City/Town	**Khairi Ramtek**
State/UT	**Maharashtra**
Pincode	**441106**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Sawan Dharmpuriwar**
Phone no/Alternate Phone no.	**09420960958**
Mobile no.	**9420960958**
Registered Email	**d.sawan10@gmail.com**
Alternate Email	**d_sawan@rediffmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://vidyasagararartscollege.org/cote_dor_import/admin/ckfinder/userfiles/files/Accreditation%20Certificate.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://vidyasagararartscollege.org/cote_dor_import/admin/ckfinder/userfiles/files/Academic%20Calender%2018-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	**B**	**2.20**	**2018**	**03-Jul-2018**	**02-Jul-2023**

6. Date of Establishment of IQAC	**14-Jul-2018**

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

Preparation of College Academic Calendar	15-Jun-2018 1	372
Introduced Feedback System	19-Dec-2018 1	372
Conducted Short Courses under Lifelong Learning Department	29-Nov-2018 1	171
Encouraged Students and Teachers to Undertake Micro Research & Field Projects	18-Jul-2018 1	125
Promotion of use of ICT tools in teaching and learning Process	02-Jul-2018 1	372
Formation of Help Desk for Scholarship Assistance	15-Jun-2018 1	372

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
Nil	Nil	Nil	2019 0	0
No Files Uploaded !!!				

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 :	**4**
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)

• Seven need based Short Term Certificate Courses for skill development were conducted for the session 201819 through the medium of Lifelong Learning

Department of R.T.M. Nagpur University, Nagpur. • 180 plants are planted in the campus in order to make the campus clean and green. • Crash course for failure students to reduce dropout ratio. • A Help Desk is constituted for scholarship assistance to the students

[View File](#)

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
To make campus clean and green	Initiatives are taken for making campus clean and green. More than 180 plants are planted under plantation drive
New MoU, collaborations and linkages to be formed	New MoU is signed with M. G. Arts and Commerce College, Parseoni for Faculty Exchange for the next two years.
Formation of help Desk for Scholarship assistance	A Help Desk is constituted for scholarship assistance to the students
Encouragement to teachers for research publication	Teachers published their research papers in UGC enlisted peer reviewed journals. Three teachers also published books in their respective subjects
To organize seminars and Workshops	Two workshops are organized during the year 1. One Day Workshop on Yoga and Mental Health 2. One Day Workshop on voter awareness regarding VVPAT
To conduct online Students Satisfaction Survey (SSS)	Conducted
Enhancement of extension activities for the benefit of the society	• Programmes conducted to the effect. • A Free Mega Medical Camp is organised. More than 2500 patients were benefited from the camp. Free medicines were also distributed to the patients.
To organize Mega Alumni Meet	Mega Alumni Meet is organised by the Alumni Association of the college on 10/02/19
[View File](#)	

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
College Development Committee (CDC)	19-Apr-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No

16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	03-Jan-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	The college does not have its own Management Information System but it submits data to management information system of Higher Education Department of Directorate of Higher Education, Maharashtra State. The college provides all the relevant information related to the institution in given modules. The data is provided every year. The institute provides data under the following modules: List of Modules: 1. Institutional Academic Information 2. Teacher information 3. Students' information 4. Nonteaching Staff Information 5. No. of sanctioned post 6. General Details of the college 7. Details of the course conducted in the institution 8. Total Approved Seats 9. Details of Approved seats, Designationwise 10. Details of Approved seats, Subjectwise 11. Details of Research Activities in the institution 12. Details of Ph.D. qualified Teachers 13. Details of Students enrolment in Different Courses 14. Details of Minority Students Enrollment 15. Details of the Physically Handicapped Students Enrolment 16. Details of Scholarship availing students 17. Details of Availability of Physical Education Facilities 18. Details of Library 19. Availability of study materials at Higher Education Library 20. Students Exam Details for various courses 21. Details of Examination results 22. Breakup of Fees received 23. Expenditure Status of plans scheme Institution provides its data every year under these modules which is further codified to the Management Information System of Directorate of Higher Education Maharashtra State.

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 Institution has an effective system of curriculum delivery through a well-planned and documented process. The time- bound curriculum planning is of great significance in the newly introduced Semester pattern. The following initiatives are taken in this regard: ? The institution is affiliated to R.T.M. Nagpur University and hence adheres to the curriculum prescribed by the university and also the Academic Calendar prescribed by the university. ? The IQAC has an Academic Planning Committee (APC). ? The APC prepares a college Academic calendar apart from the University calendar. ? The APC monitors the actual Teaching days needed for completion of the curriculum. ? Time table prepared as per the norms of UGC/University to distribute the workload. ? Every teacher prepares his/her Academic planning. ? They maintain a diary to ensure completion of the allotted syllabus in the stipulated time. ? Use of audio-visual aids and ICT enabled teaching for faster and effective teaching-learning. ? Curriculum familiarization sessions in the beginning for the new students. ? Workshops, guest—lectures, tutorials and interactive sessions with students. ? Unit Tests, monthly tests, terminal exams, Viva-voce, assignments as part of CCE. ? IQAC initiative to upload study materials in the college website. ? Library plays a very significant role in the timely delivery and completion of curriculum and students are motivated to visit the library and use it extensively as a major knowledge resource center.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Certificate Course in Co mmunication Skill Personality Development	Nil	20/01/2019	1	Yes	Yes
Certificate Course in Fashion Designing	Nil	01/12/2018	1	Yes	Yes
Certificate Course in Beauty Culture	Nil	16/01/2019	1	Yes	Yes
Certificate Course in Travel Tourism	Nil	16/01/2019	1	Yes	Yes

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 !!!		

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
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	**83**	**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
Certificate Course in Career Guidance Counseling	**17/12/2018**	**39**
Certificate Course in Srujanatmak Lekhan Communication Skill	**16/01/2019**	**34**
Certificate Course in Yoga Mental Health	**29/11/2018**	**15**

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	**History (Ramtek Nagaritil Sthapatyakala: Architecture in Ramtek City)**	**30**
BA	**Sociology (Social and Economical Survey of Admitted Students**	**157**

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
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
Feedback is obtained from students, teachers, alumni and parents at the end of every academic year. The institution has a wellplanned process for obtaining feedback from all the stakeholders. (A) An objective questionnaire is prepared based on the curriculum, Teaching and learning, various facilities available for students and various other aspects. (B) The data collected thus is analyzed on the basis of responses given by the various stakeholders. Separate analysis

is made for students, teachers, alumni and parents. (C) On the basis of the analysis of the feedback, the positive and negative aspects of the institution are identified. (D) Feedback committee prepares a detailed report on the analysis of the feedback and submits it to IQAC. IQAC, after due deliberation, prepares and places them before CDC. (E) CDC approves action plan for the overall development of the institution and enhancement and sustenance of quality. (F) The committee constituted under IQAC undertakes all possible measures for remedial measures and further development. (G) Since this session (201819), IQAC has also initiated the process of conducting online Students Satisfaction Survey (SSS).

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	Nil	600	450	372

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	372	0	10	0	0

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 Toolsand resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
10	8	3	3	1	3

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

The institution has a welldefined student mentoring system. The main objective of this is as follows: • To familiarize the freshers to the new environment • To introduce the students to the teachers, the curriculum, the library, the learning facilities available, the administrative office, and the campus as a whole. • To guide and assist the freshers in academic and other stress related issues and the code conduct for students. • To help the SC/ST/OBC and economically backward students in matters of scholarship, feeconcessions from the government. The system works as follows: ? The students are divided equally among the teacher mentors. ? The mentor holds the series of meetings with the mentees in which there is a free dialogue among themselves in matters academic, extracurricular, sometimes personal, economic, social, family and other issues. ? These sessions give the students a chance to relieve their stress and strain and find out positive means to solve their problems. The mentee students are thereby encouraged to establish a positive rapport with the mentors so that they are free to share their issues without any hesitation. This mentoring system thus establishes a symbolic relationship between the mentors and mentees where both are equally benefitted and thereby the institution too.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
372	10	37.2

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
0	0	0	0	0

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 !!!			

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	001	1	04/01/2019	16/02/2019
BA	001	2	26/06/2019	16/08/2019
BA	001	3	09/01/2019	16/02/2019
BA	001	4	21/06/2019	19/07/2019
BA	001	5	04/01/2019	06/02/2019
BA	001	6	26/06/2019	11/07/2019

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

The institution conducts Continuous Internal Evaluation (CIE) as a part of curriculum implementation. The CIE is of great significance in the rural background because majority of students are engaged in various other activities such as agriculture farming, extending support to their parents for their livelihood, studies is not their only focus area. The institution has an Internal Examination Committee under the IQAC. This committee has introduced the following reforms in the CIE: • Studentcentric methods of evaluation • ICT enabled evaluation system • The advanced learners in the class used for evaluating their peers. • Oral presentations, group discussion, interactive sessions, question –answer sessions introduced in a novel and creative way to avoid monotony.

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

The institution follows the rules and regulations of Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur. At the beginning of every session RTM Nagpur university provides its Academic Calendar. Apart from the University Calendar, the institution has a Curriculum Planning Committee (CPC) working under the IQAC that prepares a comprehensive college Academic Calendar. The Calendar identifies the following: ? The total number of working days ? The actual teaching days ? Schedule of Continuous Internal Evaluation (CIE) ? Schedule of extra curricular activities. ? Schedule of extra teaching as a part of

curriculum enrichment. ? Schedule of various events to be organized during the session ? Schedule of cocurricular and extension activities Thus, College Academic Calendar helps to plan and execute various activities in the college Academic, extension, co curricular, social etc. for quality sustenance in the institution.

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://vidyasagarar005college.org/innerpages/Courses/3

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
001	BA	Nil	104	65	62.50

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)

https://drive.google.com/open?id=1hQqlR3mJrgrXIni2LyKZMCdsAAhyCTf2qin3eXBrXoA

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
Mega Alumni Meet	Alumni Association	10/02/2019
One Day workshop on Yoga Suryanamskar	Dept. of Physical Education	13/02/2019
One Day Workshop on voter awareness regarding VVPAT	IQAC	18/12/2018

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 !!!				

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 !!!					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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)
International	History	2	6.2
International	Political Science	2	6.2
International	English	7	5.5
International	Sociology	1	6.2

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
Sociology	2
Library Science	2
History	1
Political Science	1
Marathi	1
English	2
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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 !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local

Presented papers	3	5	0	0
Attended/Seminars/Workshops	0	2	0	2

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
Free Mega Medical Camp	IQAC, NSS, Medical Team from Nagpur	10	365
Oldage Home visit	NSS	9	156
Sadbhavana Week	NSS	10	175
VanMahotsav	NSS	9	150
Voter Registration Camp	IQAC NSS	9	74
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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
Nil	Nil	Nil	0

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 activites	Number of students participated in such activites
Tree Plantation	NSS, Navyuwak Mandal Grampanchayat	Green Earth	10	125
Computer Literacy	IQAC, NSS Datatech Computers	Digital India Mission	9	43
AIDS Awareness	NSS Sangharsh Sena	Words AIDS Day	3	115
Sanvidhan Ralley	NSS Grampanchayat (Bijewada)	Sanvidhan Diwas	9	265
Disaster Management	NSS District Disaster Management Dept. Nagpur	Disaster Management	5	85

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

Faculty Exchange (Guest Lecture)	120	Self	1
Elocution Competition	22	Self	1

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
Linkage with Industry	Training and Internship of Students	EcoBio Herb Pvt. Ltd. Balaji Bio Remrdies, Ramtek	15/06/2018	09/10/2019	10
Linkage with Institution	Faculty Exchange Progrmme	M. G. Arts Commerce College, Parseoni	15/06/2018	30/04/2019	04
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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
Eco Bio Herb Pvt. Ltd. and Balaji Bio Remedies, Ramtek	10/01/2018	Student Training	10
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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
825000	780972.5

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Newly Added

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 patially)	Version	Year of automation

Library Technology Software (LIBTECH)	Fully	Server/ Client based version. Web based for local	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	1821	301069	123	31090	1944	332159
Reference Books	61	22378	0	0	61	22378
Journals	15	3719	0	0	15	3719
CD & Video	10	0	4	0	14	0
Library Automation	1	24800	0	0	1	24800

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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	Platformon 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	15	1	1	1		3		10	
Added									
Total	15	1	1	1	0	3	0	10	0

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

10 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 incurredon maintenance of physical facilites
229700	162053	595300	290445.5

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)

> The institution has a separate procedure for maintaining and utilizing various support facilities. The institution undertakes following procedures and policies for maintaining and utilizing physical academic and support facilities: 1) The local agencies are used by the institution for the maintenance of buildings and campus and other infrastructures as per the requirements. 2) Local IT experts are hired for the maintenance of IT facilities / infrastructure in the institution 3) For maintaining water purifiers (RO), plumbing and electrical works the local technicians are hired by the institution 4) Regular cleaning and sweeping of the office classrooms, and campus is done by the class four employees of the institution.

http://vidyasagararttscollege.org/innerpages/-RTI-Declaration---Procedures-for-Maintenance-of-Facilities/9

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
Financial Support from institution	VKM Alumni Association Talent Scholarship	2	1600
Financial Support from Other Sources			
a) National	GOI Post Matric Scholarship / Rajashree Shahu Maharaj Scholarship / Free ship	293	603741.5
b)International	Nil	0	0
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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 implemetation	Number of students enrolled	Agencies involved
Remedial Coaching	12/08/2018	75	Dept. of English
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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 passedin the comp. exam	Number of studentsp placed
2018	Super 20	20	100	1	1
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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		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Nil			Nil		

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	19	B.A.	Vidyasagar Kala Mahavid yalaya	V.N.G.I.S.S. Nagpur	M.A.
2019	2	B.A.	Vidyasagar Kala Mahavid yalaya	M.G. Arts & Com. College Parseoni	M.A.
2019	1	B.A.	Vidyasagar Kala Mahavid yalaya	College of Social-work, Kamptee	M.S.W.
2019	2	B.A.	Vidyasagar Kala Mahavid yalaya	Kamala Neharu College, Nagpur	M.A.
2019	3	B.A.	Vidyasagar Kala Mahavid yalaya	K.K.S.V. Ramtek	M.A.
2019	1	B.A.	Vidyasagar Kala Mahavid yalaya	Hislop College, Nagpur	M.A.
2019	1	B.A.	Vidyasagar Kala Mahavid yalaya	J.M. Patel College, Bhandara	M.A.

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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
Any Other	2

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

Activity	Level	Number of Participants

Yoga Day	College	110
Independence Day	College	295
National Sports Day	College	235
Volley Ball	College	21
Throw Ball	College	21
Shot put	College	41
Discuss Throw	College	38
Chess Compt.	College	10
Surayanamskar	College	250
MusicalChair (Girls)	College	56
Annual Sports Day	College	210
Medical Checkup	College	287
Physical Efficiency Test	College	150
Republic Day	College	335
Induction Programme for Freshers	College	130
Foundation Day Kranti Diwas	College	254
Teachers Day	College	272
D. Laxminarayan Day	College	265
Birth Death Anniversaries of National Leaders	College	289
Late Dr. Vinodkumarji Jaiswal Memorial Day	College	297
Solo song Competition	College	32
Solo dance Competition	College	18
Mono act Competition	College	15
Fancy Dress Competition	College	35
Debate Competition	College	12
Handwriting Competition	College	58
Constitution Day	College	125
Quiz	College	28
Rangoli Competition	College	18
Poetry Reciting (Kavi Sammelan)	College	22
Farewell Function	College	185
Annual Day Function	College	345
Athletics	District	4
Athletics	University	8
Volleyball	University	9
Debate Competition	District	2

Swacha Bharat Elocution Competition	Taluka	2

<div align="center">View File</div>

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
2019	Nil	National	0	0	Nil	Nil

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

Student Council is constituted in every affiliated college as per provisions of Maharashtra Public Universities Act, 2016. The affiliating University i.e. R.T.M. Nagpur University issues notification by way of Direction regarding the constitution of Students' Council in all the affiliated institutions. Since there was no Direction issued by the University in 2018, Students' Council was not constituted as per the Act. However, a Students' Council was functional for the session 201819 in the institution at an institutional level. The Principal in his capacity nominated meritorious students to the students' council for the session 201819 to ensure the representation/ participation of students in academic and administrative committees/ bodies of the institution. The secretary of Students' Council was nominated as member of CDC and IQAC of the institution. The students' council initiated and performed the following activities in the institution during the session 201819. • Took initiatives to allocate funds for organizing various activities during the year within the financial estimates approved by the CDC. • Supervised and conducted various extracurricular activities of the students such as Annual Social Gathering, Sports and Games, activities like dance, drama, music, debate etc. • Submitted the annual reports about the activities conducted during the year to the concerned coordinators. • Took an active part in organizing free Mega Medical Camp and Mega Alumni Meet organized by the institution during the session. • Submitted representation to the principal regarding student's demands, problems and grievances. Student Council took initiatives in various matters regarding student welfare and support.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

<div align="center">64</div>

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

<div align="center">66499</div>

5.4.4 – Meetings/activities organized by Alumni Association :

Total No. of Meetings: 04 The Alumni Association has been functioning in the institution since 2011 and contributing to its qualitative development in different capacities. The Alumni Association is not registered under the Charitable Trust Act, but initiated the process of registration. The Alumni

Association maintains a bank account which is jointly operated by the Principal of the college and either Secretary or President of the Association. The Association has accumulated a corpus fund by various means of fund raising and resource mobilization. The Alumni Association holds regular meetings in the institution. Besides organizing motivational and skill development programmes for the students Alumni Association gives scholarships in the form of Tuition fees to B.A. Part I Students who top the university examination in the institution to complete his/ her education in the college. The Alumni Association has organized a mega Alumni Meet in 2018 in which the alumni from the first batch to 2017 batch were invited for the meet. More than 250 alumni from different batches participated in the meet. It was a grand event which provided opportunity for the alumni to meet and interact with their old buddies. It was a nostalgic moment for them. The alumni also discussed various initiatives for the employability of the students. The Alumni Association also took an active part in the organization of Free Mega Medical Camp in the fond memory of founder President Late Shri Vinokumarji Jaiswal. The Alumni Association meets regularly in the college and contributes significantly to the development of the institution through financial and non-financial resources.

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)

The institution has an effective leadership in tune with its vision and mission. The Executive Committee of the management is the supreme body in the organizational structure. There is a statutory body, the College Development Committee (CDC) constituted as per section 97(1) of Maharashtra Public Universities Act 2016. The principal is the academic and administrative head of the institution. There are various levels below i.e. Teaching faculty, administrative staff, Multitasking staff, Students, etc. Decentralization is practised through the following committees, coordinated by the IQAC. • Staff Council • Internal Complaints Committee (ICC) • Grievance Redressal Cell • AntiRagging Cell • Career Guidance and Placement Cell • Skill Development Centre • Committee for SC, ST and Minorities • College Examination Committee • Alumni Association • Feedback Committee • Library Committee Participative management is practised at all levels. Three teachers and one nonteaching staff are elected to the CDC. The students Council Secretary and President are members of the CDC. Teachers, students and academic staff are members of the highest policymaking body of the institution IQAC. Members of Alumni are also nominated to various committees of the college. Thus, all the major stakeholders have an active role in the decisionmaking process of the institution. Two examples of this democratic functioning of the institution are the successful implementation of the following in 201819. (1) Mega Health Checkup Camp (2) Mega Alumni Meet

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

Yes

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
Admission of Students	The institution follows the rules and regulations of Govt. of Maharashtra and Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur for admission

	process. Basic qualification for admission in the institution for the Under Graduate B.A. course is class XII from any stream (Arts, Commerce Science). RTMNU gives schedule for admission after declaration of class XII results by Maharashtra State Board. The institution strictly follows this schedule from the issue of prospectus to display of merit list. Admissions are given according to merit list, waiting and reservation policy of the government. The institution follows complete transparency in admission process. The concession in the fee structure is given according to Government rules.
Curriculum Development	The institution has a curriculum development committee which develops and adds extra syllabus to the curriculum prescribed by the University. This committee developed curriculum for the various careeroriented and skillbased certificate courses. The institution has also a Board of Studies in each subject which is actively engaged in revising and enriching the prescribed curriculum as per the needs of the students of the region.
Teaching and Learning	The college provides all the essential equipment to improve the teachinglearning process. Teachers are inspired to use audiovisual aids for producing learning as a lively experience. Library resources are regularly updated to satisfy the timely demands of the students. The regular internal assessments are given by the faculty. The Annual and the monthly Teaching Plan are prepared by each teacher in the beginning to assure the wellorganized completion of the syllabi. The College observes the continuous evaluation system: regular unit tests, surprise tests, Oral test and terminal examinations are conducted to evaluate the quality of teaching and learning. IQAC monitors the teachinglearning process. The institution collects random feedback from the students and analyses them for improvement in teaching and learning process.
Examination and Evaluation	The college has set up the Examination Committee for the supervision of the whole examination process, and to

	implement essential reforms in the evaluation system of the college. The examination committee prepares the TimeTable and circulates in each class at least fifteen days before the exams. The same is also displayed on the notice board. Strict invigilation is followed during the exams. The examination committee ensures the papers are aptly checked and distributed to the students and difficulties of the students are solved. The teachers have to submit the results to the examination committee at the earliest.
Research and Development	The teachers and students are encouraged to undertake the research projects. Students undertake the small research projects related to their subjects. This year one research project in English Literature, one in Marathi Literature and one in Political science were completed at the college level by the students under the guidance of their teachers. The teaching faculty sponsored these projects. More students are encouraged to do extensive analytical work regarding their syllabi and outside the syllabi. The faculty members published about 13 research papers in reputed journals. Four books are published by teachers in their respective subjects.
Library, ICT and Physical Infrastructure / Instrumentation	The institution has a wellequipped Library with the following support facilities: Total number of books:2005, Journals:12, Newspapers:05(English/Marathi/Hindi) • Customized Software Lib Tech is used in the Library • Furnished reading room • INFLIBNET facility • Fully WiFi library • Librarian's chamber with a computer and printer • 10 computers installed in the Library for students connected with LAN cable with internet facility • Sufficient infrastructure • Three classrooms have roof mounted projectors and screens to ICT enabled Teaching and Learning. • All the classrooms, office, Campus under CCTV surveillance for the safety and security of students. The office has an Office Management System, computers, printers, reprographic machines, biometric machine. etc.
Human Resource Management	The institution has ten teaching positions and eight nonteaching staff positions. The appointments of all

	teaching and nonteaching positions are completed as per rules and regulations of UGC/ Government of Maharashtra/ RTM Nagpur University. The teaching staff members are encouraged to attend the faculty improvement programmes. The Teaching faculty members are deputed to attend Orientation/Refresher/ Short Term Courses as a part of faculty development programmes. The administrative staff is also sent for periodic training and orientation programmes.
Industry Interaction / Collaboration	Ramtek is a rural area, 50 kms away from Nagpur. It is industrially backward. The most important vocation of the rural population is agriculture. There are very few agriculturerelated industries. It is a manganese rich area and so MOIL office is there. There is one agriculturerelated industry ECOBIOHERB Ltd. Ramtek. The institution has entered into a functional MOU with this agrobased industry for three years ending in 2018 to train our students for skill development. The Training and Placement Cell took a few interested students to Manganese Mines, Kandri (MOIL) as a part of Industrial Visit.

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

E-governace area	Details
Planning and Development	• Institutional email is used for all purposes of communication. • All institutional information is uploaded on the website. • IQAC has the edatabase of all students, parents, authorities, and management representatives. • Bulk SMS facility is available for communicating with the students. • Teachers and nonteaching staff have separate Whats App groups for speedy communication.
Administration	All communication with the University and Government of Maharashtra and Director of Higher Education through the JointDirector, Nagpur is online. • The institutional email is used for receiving and sending all administrative documents. • Student enrollment, payment of fees, Examination, Delivery of question paper in the examination, Payment of salary through HTE Sevarth portal, Communication with teachers and students, etc. are mostly online and partly offline. • The administrative

	staff is specially trained and oriented in the egovernance of official matters.
Finance and Accounts	The institution maintains transparency and accountability in all matters of finance and accounts. • All transactions are done through nationalized banks. • All transactions with the University are online. • There are mainly three types of accounts Salary, Nonsalary, Scholarship—all are online. • The institution has conducted internal and external audit for the year 201819. The internal audit is done by CA PUR Associates, Nagpur. • The external audit is done by the Admin office and Senior Accounts Officer of Joint Director Office Government of Maharashtra, Nagpur.
Student Admission and Support	The institution aims at online admission Process. In the year 201819, it was offline due to locational and practical reasons beyond our limit. However, egovernance is done wherever possible. • The prospectus is unloaded on the college website for information. • Submission of application form in the office. • Display of merit list and waiting list • All admissions on merit basis • The reservation policy is closely followed. • Economically backward students given financial support by Principal, Staff members, Alumni and Management. • GOI and State/Govt. Scholarship for all eligible students.
Examination	The institution follows Semester Pattern at UG level as prescribed by RTM Nagpur University, Nagpur • The University examination system consists of written exam for 80 weightage and Internal assessment for 20 weightage. • All communication regarding University exam from submission of application form fees, question paper delivery is online • The College Examination Committee conducts Internal Evaluation which partly online and partly offline • The timetable is uploaded on the college web site. • Questions consist of multiple choices and subjective. • Result displayed in the Noticeboard. • Internal Assessment based on various parameters.

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 !!!				
No file uploaded.				

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)
2019	**Effective Use of Google Forms**	**Effective Use of Google Forms**	**19/07/2018**	**19/07/2018**	**10**	**8**

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
Summer School in Social Sciences (Equivalent to Refresher Course)	**1**	**25/07/2018**	**14/08/2018**	**21**
[View File](#)				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
10		**8**	

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. Institution provides assistance to the needy members who want to take loans from banks and other financial institutions. 2. Institution makes provision for deduction of the installments from the salary of the concerned teachers.	**1. The institution provides free uniform and washing allowance to its class IV employees 2. Supports needy members to take loans from banks and other financial institutions.**	**1. Provides financial support for initial medical treatment to the students who suffers with medical problems in the campus. 2. Provides assistance and documentary support for getting Bus pass of state transport department**

6.4 – Financial Management and Resource Mobilization

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

The institution regularly conducts internal and external audits during every financial year. EXTERNAL AUDIT: The external audit is conducted by the Chartered accountant firm PVR Associates, Nagpur. The external audit is conducted at the end of every financial year. The Chartered Accountant Firm provides the detailed audited statement for every financial year through its Chartered Accountant Mr. Vaibhav Toshniwal. It consists of Auditors Reports and the Statement of Accounts INTERNAL AUDIT: The Office of the Joint Director of Higher Education, Nagpur Division conducts the internal audit in the institution. The office of the Joint director conducts this audit in two stages. STAGE 1: In Stage 1 assessment of the utilization of the salary grant paid by the Government of Maharashtra and verification of Audited Statement of Accounts is done. STAGE 2: The Senior Auditor of the same office verifies and certifies the things based on the Assessment reports. Quantum of Nonsalary grant released to the institution is based on this assessment done by the office of the Joint Director. This assessment is also necessary for the release of the future grants. The assessment results and Audited Statements are placed before the College Development Committee (CDC) for its approval and consideration in its meeting.

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 !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

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	No		Yes	IQAC
Administrative	No		Yes	IQAC / CDC

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

1. Regular Meetings and Interactions for students welfare 2. Active participation and support in social activities organized by the institution 3. Provides help and plays key role in successful organization of NSS Residential Camp.

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

1. The institution encourage them to peruse further education through Open University (YCMOU) 2. The institution organizes professional development programmes for support staff 3. The institution organizes Yoga sessions for mental and physical health fitness

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

1. Introduced relevant and need based short term courses in emerging areas

under Jivan Shikshan Abhiyan of RTM Nagpur University. 2. Awareness programmes organized for changing mind set of the society for innovation and change. Such programmes are organized under the banner of NSS. IQAC played key role in Organizing Free Mega Medical Camp for the benefit of people of Ramtek, Parseoni and Mouda taluka. More than 2500 patients took health benefits from the camp. 3. Teachers and students are encouraged to undertake research work, micro research projects and field projects. This initiative resulted in creation of three micro research projects and completion of two field projects by students under the guidance of their teachers. Four books are published by teachers in their respective subjects.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

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
2018	Preparation of College Academic Calendar	15/06/2018	15/06/2018	21/06/2018	10
2018	Introduction of Feedback System	19/12/2018	19/12/2018	25/04/2019	372
2018	Conducted Short Courses under Jivan Shikshan Abhiyan	29/11/2018	29/11/2018	31/03/2019	171
2018	Encouraged Students and Teachers to Undertake Micro Research and Field Projects	18/07/2018	18/07/2018	01/04/2019	125
2018	Promotion of Use of ICT Tools in Teaching and Learning Process	02/07/2018	02/07/2018	30/04/2019	372
2018	Formation of Help Desk for Scholarship Assistance	15/06/2018	15/06/2018	30/04/2019	372

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
Breast Cancer Check-up Camp for Girls	06/01/2019	06/01/2019	57	0
Guest Lecture on Health and Hygiene for Girls	19/09/2018	19/09/2018	135	0
Guest Lecture on Self Defence	27/12/2018	27/12/2018	140	38

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
The institution is environment conscious and try its level best to save electricity. Though it does not have any proper system of obtaining percentage of power requirement through renewable energy sources. The total annual lighting requirements of the institution is 1500 to 2000 watts. The institution tries to save approx 225 watts by using LED bulbs for lighting in the institution.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Ramp/Rails	Yes	1
Rest Rooms	Yes	1

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	1	22/09/2018	000111	Nirmalya Sankalan	Water Pollution	12
2018	1	1	22/12/2018	1	Voter Awareness	Right to Vote	150
2018	1	1	06/01/2019	1	Women Health	Health Awareness	327

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

Title	Date of publication	Follow up(max 100 words)
Code of Conduct	15/06/2018	.: Human values and professional ethics code

is published on the website of the college every year. It is updated according to the present norms and requirements. The institution also follows the code of ethics laid down by UGC, Maharashtra University Act and Rashtrasant Tukadoji Maharaj Nagpur University. All the stakeholders are made aware of the human values professional ethics code of conduct. It is published on the website and also displayed in the institution at the prime location so that everybody can get aware of them. The CDC takes care of human values and professional values should be strictly observed and respected by all the stakeholders of the institution.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
A Handbook on Indian Constitution	16/08/2018	26/01/2019	45
Sanvidhan Quiz	26/09/2018	26/11/2018	78

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

Tree Plantation Drive (More than 180 plants planted) Steps taken for plastic free campus. First Saturday of every month is followed as vehicle free day. The students and Staff of the college use cycle or public transport to reach the college. The water wasted from drinking and washing places is used for watering the plants. Old news papers and old answer books and paper waste is given for recycling.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice I 1. Title: CLEAN CAMPUS GREEN CAMPUS 2. Objectives To make campus clean and green. To make campus ecofriendly. To make campus plasticfree. To popularize the slogan 'Clean Campus – Green Campus'. Best Practice II 1. Title: Yoga and Meditation for Students 2. Objectives To achieve sound mind in sound body through coordination of mind and body. To minimize stress level in day to day life. To refresh mind, body and soul to revitalize life with new energy. To increase the mental and physical efficiency of the students.

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

http://vidyasagarartscollege.org/cote_dor_import/admin/ckfinder/userfiles/files

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

Vision: To develop the allround personality of students and make them better human beings and responsible citizen of India. Priority: Apart from the curriculum delivery, giving skillbased training to strengthen the employability of students. Thrust: To find out student's latent qualities for deploying them in the right area which they would utilize in their career. Our institute is situated in a tribal area at Khairi (Bijewada) village. The students from around fifty small villages take admission to our institution. As the institution sticks to its vision and mission, it has been our prime objective to bring the first generation learner into the mainstream of education and enhancing their employability. Getting a job is a key factor in the rural area, which is a faraway dream as they lack financial support and enough exposure to essential facilities. Furthermore, the medium of instruction is Marathi at primary, secondary, higher secondary and university level which keeps them away from proper English exposure. Consequently, the majority of the students find it difficult to face the challenges of the corporate world. These students shoulder the responsibility of their financially poor family, some students work as labourers after college time and on holidays. Therefore, institution decided to train them in softskills and develop their employability to some extent. Keeping in mind the objective of employability and soft skill development of students, the institute has decided to launch 7 shortterm courses in the session 201819. These are as follows: 1. Certificate Course in Communication Skill and Personality development (26 Participants) 2. Certificate Course in career Guidance and Counseling (39 Participants) 3. Certificate Course in Fashion Designing (17 Participants) 4. Certificate Course in Beauty Culture (20 Participants) 5. Certificate Course in Travel and Tourism (20 Participants) 6. Certificate Course Srujanatmak Lekhan and Communication Skill (34 Participants) 7. Certificate Course in Yoga and Mental Health (15 Participants) The above courses are framed in the various durations i.e. 2 weeks to 6 weeks: three classes designed per week. The classes are organized in such a way that no routine schedule of the curriculum is disturbed. Communication skill helps them manage their stage fear, writing course embellish their writing skills, Yoga keeps them mentally and physically healthy and the courses related to fashion designing and beauty culture provide the girl students with an opportunity to earn some money. All the courses have completed successfully. 171 students are benefitted from these courses.

Provide the weblink of the institution

http://vidyasagararartscollege.org/cote_dor_import/admin/ckfinder/userfiles/files/Institutional%20Distinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

Future Plan of Action for the Session 2019 20 1. To develop Clean and Green campus is the one of the major objectives of the institution. In order to make the campus more clean and green the institution plans to initiate plantation drive. The institution aims to plant around 200 plants in the next academic year. 2. The institution plans to adopt a village and sensitize the villagers regarding issues related to health and hygiene. The institution plans to organize awareness programmes under the banner of NSS and Women Cell. 3. To start Krantijyoti Savitribai Phule Mahila Adhyayan and Rojgar Margadarshan Kendra (Krantijyoti Savitribai Phule Women Studies, Employment and Guidance Cell) for girls students. 4. To increase the number of functional MoUs, linkages with institutions, industries for collaborative activities for research, faculty exchange, student

exchange, internship, onthejob training and other related activities. 5. To increase the number of extension and outreach programmes in collaboration with industry, community, Government and nongovernment organizations and other such organizations through NSS. 6. To encourage teachers to attend Orientation Courses/ Refresher Courses/ Summer and Winter Schools/ Short Term Courses for academic and professional growth. 7. To encourage teachers to participate and organize conferences, seminars, workshops and other Faculty improvement programmes. 8. To seek permission from RTM, Nagpur University Govt. of Maharashtra for starting Post Graduate Courses in relevant subjects. 9. To introduce Process of online Feedback collection and analysis. To take initiatives for collecting feedback from all the stakeholders. 10. To adopt nearby Jyotiba Fule High School, Vahitola for teacher and students orientation programmes. 11. To increase the number of Professional Development activities / administrative training programmes for teaching and nonteaching staff members.