



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	SIR SAYYED COLLEGE OF ARTS COMMERCE AND SCIENCE , AURANGABAD
Name of the head of the Institution	DR. SHAIKH KABEER AHMED
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02402313876
Mobile no.	9923388668
Registered Email	sirsayyedcollege@rediffmail.com
Alternate Email	iqacssca@gmail.com
Address	Post Box 89, Roshan Gate, Aurangabad- 431001 (M.S.)
City/Town	Aurangabad
State/UT	Maharashtra
Pincode	431001
2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Milind Jagannath Jadhav
Phone no/Alternate Phone no.	07558464295
Mobile no.	8698097062
Registered Email	dr.mjjadhav@gmail.com
Alternate Email	surendratakale@gmail.com
3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://sirsayyedcollege.org/IQAC/AQAR/AQAR_2018-2019.pdf

4. Whether Academic Calendar prepared during the year		Yes		
if yes,whether it is uploaded in the institutional website: Weblink :		http://sirsayyedcollege.org/IQAC/Academic-Calendar/2019-20.pdf		
5. Accrediation Details				
Cycle	Grade	CGPA	Year of Accrediation	Validity
				Period From Period To
1	B	73	2004	03-May-2004 02-May-2009
2	C	1.83	2013	05-Jan-2013 04-Jan-2018
6. Date of Establishment of IQAC		01-Dec-2012		
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
IQAC organized guest lecture on 'Impact of population on society'			24-Jul-2019 01	38
Job fair for students was organized by career and placement cell			31-Aug-2019 01	43
One day National Seminar on New Avenues of Research in Chemical and Biological Sciences was organized by department of Chemistry			10-Oct-2019 01	180
One day workshop for students on 'Gender Sensitization' was organized by ICC			18-Feb-2020 01	29
Eye checkup camp for students, teaching and non-teaching staff and for citizens was organized by Health and Hygiene Cell			20-Feb-2020 01	112
One day institutional workshop for non-teaching staff on 'Administration and Skill development' was organized by IQAC			27-Feb-2020 01	20
One day institutional workshop for Teaching staff on 'Quality Enhancement in Higher Education' organized by IQAC			29-Feb-2020 01	29
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8. Provide the list of funds 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	00	Nil	2020 00	0
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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 :	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)	
1) Enhancement in curricular and cocurricular activities. 2) Guest lectures for students was organized by various departments 3) Workshop for students on Gender sensitization was organized. 4) Institutional workshops for teaching and nonteaching staffs were organized. 5) National Seminar on New Avenues in chemical and biological sciences for teachers was organized. 6) online Feedback from stakeholders were collected, analyzed and used for further academic improvement. 7) No vehicle day initiative started. 8) Online student satisfaction survey conducted. 9) Covid19 awareness quiz for students and citizens was organized.	
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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
Feedback from stakeholders	• Feedback forms were updated and feedback was collected from all the stakeholders, report is prepared and submitted to the Principal for corrective measures to be taken.
Update Website	• Time to time website has been updated.
Formation of IQAC as per Revised Accreditation Framework	• IQAC was reconstituted as per the guidelines of Revised Accreditation Framework.
Organization of Guest lecture/training program /workshop for students	• IQAC organized guest lecture for students on 'Impact of population on society'. • Career Guidance and Placement Cell organized Job Fair for students. • Workshop for students on ' Gender sensitization' was organized by Internal Complaints Committee
Students Satisfaction Survey	• Online student's satisfaction survey of students was conducted.
Organization of workshop /Seminar for Teaching and Non-teaching	• One day Institutional Workshop on 'Administration and Skill Development' for Non-teaching staff was organized by IQAC. • One Day Institutional Workshop for teaching staff on 'Quality Enhancement in Higher Education' was organized by IQAC. • Department of Chemistry Organized one day National Seminar for teachers on 'New Avenues of Research in Chemical and Biological Sciences'.
Focus on Teaching Evaluation	• Students were informed about college rules, finances scholarship. • Bridge course for first year students were organized by each and every department. • Increased in use of I.C.T. techniques. • Guest

lectures were organized by various department of the college. • Industrial visits, field trips and excursions were organized by science departments. • Intra college competitions organized by physical education department. • Mid semester test and result analysis carried out.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body

Meeting Date

College Development Committee

03-Feb-2021

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

2020

Date of Submission

21-Jan-2020

17. Does the Institution have Management Information System ?

Yes

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

Management Information System Sir Sayyed College of Arts, Commerce Science maintains MIS. The MIS in the institution plays vital role in the management and generation of information, communication and administration as well as other operations of the institution. E based system is available for the following: • Admission process. • Online Examination Facilities (Examination Calendar, Online ATKT Form Filing, Online Results, Exam Time Table, Passing Standards, Unfair Means) • Academic and administrative work is made easy with the help of the MIS. • Library is partially automated and functions through automated Libman software. Information Technology resources refer to all computers and communication facilities, service and resources including but not limited to networking devices, email service, wireless devices and any associated peripherals and software that are owned, managed maintained by the College. The basic elements of information are as follows. Hardware: College uses number of computers and printers in different departments. College has core i3 and core i5 Computers. Different operating systems i.e. windows XP, 7, 8 and 10 are used. All the computers of college are interconnected by Local area network (LAN). LAN uses CAT6 cables for its operation. WiFi connectivity is available. The campus of college is under CCTV surveillance with 24 cameras. There is computer lab for B.Sc. (Computer Science) and Commerce. Two Broadband Internet connectivity line with 100 10 Mbps Speed are available. College also has two Xerox machines. Software: College uses different softwares for different areas of operations. There are different softwares like Tally. Windos 7 8 is used for official use. The database of MIS is

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

Sir Sayyed College of Arts, Commerce and Science, Aurangabad is affiliated to Dr. Babasaheb Ambedkar University, The relevant Curriculum is framed by the University. Some of our faculty members are also involved in the syllabus framing process. The Institute adopts a systematic approach for effective curriculum implementation as given below. The University publishes an academic calendar at the beginning of every academic year, based on this academic calendar, the IQAC prepares the college academic calendar having a prior discussion with Heads of the department and IQAC. It is distributed to the departments. The Time Table Committee prepares time-table of the college. HOD of the respective subjects allocates the syllabus to the teachers according to their interest. Every faculty member prepares a teaching plan of his/her subject in accordance with the Institute academic Calendar and University Syllabus. Curricular and co-curricular activities are properly planned in the academic calendar to lead towards the set outcomes. To ensure minute level teaching learning execution, an academic diary is made. Since most of the students taking admission in our college come from Urdu medium schools and hence find it difficult to understand the subjects, as all are taught in English, so all the teachers design a week bridge course of their subject, wherein they understand the level of the students and also explain them by translating some topics so that the students understand it properly. This links their previous knowledge with the new one. The lectures are usually monitored by the principal and the teaching diary is maintained by the teacher which is regularly checked and signed by the concerned head. Faculty members maintain course file having course objectives, Course outcome, individual time-table, teaching plan, assignments, tests, university question papers, students' attendance, and teaching notes. At the end of semester, syllabus completion report is submitted by the faculty to the heads. The college is consistently working for the overall development of the students. Care is taken for systematic implementation of the prescribed syllabus. Co-curricular activities are also considered important by the faculty members. The teachers submit the reports of the co-curricular as well as extracurricular activities time to time along with the event photographs to the IQAC office. Laboratory Manuals are prepared by faculty for the respective subjects' practical. Classroom teaching is supplemented by seminars, projects, guest lectures, industry, educational and field visits. The faculty members are also encouraged by the management to attend subject related workshops, seminars so as to keep themselves updated with the latest development in the subject. Faculty members adopt innovative teaching practices like ICT based teaching methods, using models and simulations, video lectures, etc. The college has well-equipped library and laboratories to help faculty members for effective delivery of the curriculum. LCD projectors are made available in the classrooms for effective teaching. Continuous assessment of the term work is done. Parents are involved in the education process of their wards keeping them informed regarding their attendance and by holding a parent, teacher meets. Student's feedback is taken to assess the teaching-learning process.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Certificate Course in Instrumentation	Nil	22/08/2019	90	Nil	Development of Skill regarding Insrtrumentation
Certificate Course in fermented food	Nil	15/09/2019	90	Nil	Skill Development
Certificate Course in Conceptual Physics	Nil	29/12/2019	90	Nil	Development of Basic Techniques in Physics

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NA	Nil

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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
BCom	III year	17/06/2019
BCA	II year III sem	15/11/2019
BCA	II year IV sem	15/11/2019

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

	Certificate	Diploma Course
Number of Students	60	Nil

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
Writing Skill in Urdu Language	02/01/2020	18

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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
BA	Arabic	9
BA	Urdu	25
BA	English	14
BA	Political Science	10
BA	Economics	8
BA	History	3
BA	Sociology	9
BBA	Management	8
MA	Arabic	21
MCom	Management	14

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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
The college has a feedback system from all these stakeholders students, teachers alumni and parents. Feedback is taken annually from the students for theory and experiments taught to them. Feedback is based on questionnaire. Till now, we have been taking feedback manually, but from this academic year 2019-2020, online feedback was received from the students on the different aspects of teaching learning process, conceptual clarity of teachers, communication skills of the teachers, subject knowledge and overall performance of the teachers. Accordingly,

performances of the teachers are graded as poor, satisfactory, good and excellent. The teacher whose performance need to be improved is called by the management and is asked to improve in his skills. Feedback from the parents of the students, is taken online as well as manually as per the convenience. For this, parent meetings are conducted by different departments of the college to know regarding admission process, discipline, quality of teaching and suggestions of the parents are used to make the improvement in college administration and the facilities are provided to the students etc. Feedback is received from alumni of the college. For this, meeting with the alumni was conducted and as and when alumni visit to the college, it is taken manually. The suggestions from them for making the changes and improvement about the educational environment, infrastructure facilities are given to the students. Library facility and also about the relevance of the curriculum in job, it has also been asked about the usefulness of syllabi in getting advanced knowledge for career betterment. Feedback from the teachers about the scope and depth of syllabi, its level of difficulty and its usefulness for getting advanced knowledge and career betterment was received. Feedback from the students to assess the applicability of the curriculum taught is in real life and to increase the knowledge of the student were received.

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
MSc	Chemistry	60	17	17
BA	NA	600	369	369
BCom	NA	480	226	226
BSc	NA	480	327	327
BBA	NA	120	23	23
BSc	Computer Science	120	75	75
MA	English	120	51	51
MA	Urdu	120	26	26
MCom	NA	120	32	32
MA	Arabic	120	52	52

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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
2019	1020	178	34	10	44

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
34	20	5	5	Nil	4

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Mentoring system: Students mentoring system is followed in the college. Institution has formed student's core committee which looks after the needs of the students and addresses their problems. The committee organizes guest

lectures motivates the students. The committee council the students from time to time and enables them to become competent and confident. The committee also resolves the psychological issues students face moreover week students are identify and given training. Moreover students from arts commerce and science are allotted mentors. The list of the mentors and the student allotted to them is displayed on the notice board. The concerned students consult their respective mentors for their problems. Mentors belonging to the streams of arts commerce and science are responsible for the overall development of these mentees. The student allotted approach their mentors to get their problems resolved. Mentors look after the needs of the students whether it is related to academics administrative financial or psychological issues. Mentors maintain the all these record and handed towards the in charge of the concert coordinator.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1198	34	1 : 35

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
39	34	5	Nill	28

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
2019	Dr. Memon Ubed Yusuf	Assistant Professor	Bharatratn Dr. A.P.J. Abdul Kalam International Honour Award-2019
2019	Dr.Naseemunnisa	Associate Professor	Member Board of Studies of Urdu, Dr.BAMU, Aurangabad.
2019	Dr. Mohammad Mustafa Khan	Assistant Professor	Member of Ad-hoc Board in Arabic Islamic Studies, Dr.BAMU, Aurangabad.
2019	Dr. Mohammad Mustafa Khan	Assistant Professor	Subject Expert for CAS
2019	Dr. Mohammad Mustafa Khan	Assistant Professor	Subject Expert for the Selection of Assistant Professor in Arabic(CHB)
2019	Dr. Rafatunnisa Nehri	Assistant Professor	Member of Selection Committee for Appointment of Assist. Professor in Zoology
2019	Dr. Rafatunnisa Nehri	Associate Professor	Subject Expert for the Selection of Assistant Professor in Zoology (FIX PAY/CHB) (CHB)
2019	Dr. Quazi Baseer	Associate Professor	Subject Expert for the Selection of Assistant Professor in Commerce(CHB)
2019	Dr. Vasiullah Pathan	Assistant Professor	Subject Expert for the Selection of Assistant Professor in B.B.A. (CHB)
2019	Dr. Farhat Durrani	Associate Professor	V.C. Nominee for CAS

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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	NA	VI	22/10/2020	05/12/2020
BSc	NA	VI	28/10/2020	19/12/2020
BCom	NA	VI	22/10/2020	20/12/2020
BBA	NA	VI	19/10/2020	26/12/2020
BSc	Computer Science	VI	19/10/2020	11/12/2020

MA	Arabic	IV	29/10/2020	25/12/2020
MA	Urdu	IV	29/10/2020	25/12/2020
MA	English	IV	29/10/2020	25/12/2020
MSc	Chemistry	IV	24/12/2020	12/12/2020
MCom	NA	IV	17/10/2020	22/12/2020

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

Students are informed about the internal evaluation structure and its importance at the very beginning of every academic year. Internal evaluation has been given the weightage in the overall academic development of the students. Class tests are conducted with tutorials in both the semesters respectively. Class seminars and assignment play an important role in the evaluation process. Students are selected on the basis of their performance and toppers are guided through Students' Core Committee while slow learners are given remedial coaching. Active participations of the students is encouraged through group discussions, field tours, excursion and industrial visits. Study tours to various places make the students aware of the environment and new things. All these internal evaluation attempts improve the overall knowledge and the personality of the students.

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

Every year IQAC of the college prepares academic calendar at the beginning of the academic year, considering university academic calendar, which incorporates schedule of test and tutorial under CIE policy. The schedule of examination is also given in the academic calendar. Academic calendar helps the faculties and students to follow the schedule effectively. All the curricular and extra-curricular activities are mentioned in the calendar. The teaching staffs conduct test and tutorials as per 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://sirsayyedcollege.org/pages/NAAC-PO-PSO-CO.html>

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
P-2015	MSc	Organic Chemistry	13	13	100
P-2018	MCom	NA	12	12	100
P-2015	MA	English	20	20	100
P-2015	MA	Urdu	13	13	100
P-2015	MA	Arabic	21	21	100
P-2018	BBA	NA	7	7	100
P-2014	BSc	Computer Science	12	12	100
P-2018	BCom	NA	63	63	100
P-2013	BSc	NA	59	57	96.61
P-2013	BA	NA	75	71	94.67

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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://sirsayyedcollege.org/IQAC/SSS_2019-20.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
Nil	00	00	0	0

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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
Intellectual Property Right	PHYSICS	15/06/2020
Intellectual Property Right	MICROBIOLOGY	27/02/2020
Entrepreneurship Development through Information Technology	Commerce	24/01/2020
Importance of online learning	ENGLISH	12/03/2020
IPR: Guidelines for Researchers	English	28/01/2020

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
NA	NA	NA	Nil	NA

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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
NA	NA	NA	NA	NA	Nil

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3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
Commerce	3
Botany	1

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)
National	Chemistry	11	2.64
International	Chemistry	9	2.63
National	Zoology	4	4.45
International	Zoology	4	6.2
National	Commerce	11	6.2
International	Commerce	5	4.73
National	Botany	12	4.04
International	Botany	2	4.42
National	Microbiology	8	2.63
National	Physics Electronics	4	2.6

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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
Microbiology	1
Zoology	3
Botany	2
Sociology	2
Arabic	4

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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
Anatomical studies of Sphageticola trilobata (L.) Pruski (Asteraceae)	Dr. Sangeeta Sutar	IRJMS	2019	0	Sir Sayyed College of Arts Commerce and Science, Aurangabad	Nil
Growth and Optimization of Optical Traits of Copper	Dr. Shaikh Mohd. Azhar	Chinese Journal of Physics, Elsevier	2019	0	Sir Sayyed College of Arts Commerce and Science, Aurangabad	Nil
Mechanistic and spectral investigation of oxidation of p-chlorochalcones by tripropyl ammonium chlorochromates	Dr. Surendra Takale	Our heritage	2019	0	Sir Sayyed College of Arts Commerce and Science, Aurangabad	Nil
Algal flora of dairy waste water	Dr. Milind Jadhav	Bioinfolet	2019	0	Sir Sayyed College of Arts Commerce and Science, Aurangabad	Nil
Diversity of cyanobacteria in the cultivated fields of Ahmednager dist. (M.S.) India	Dr. Milind Jadhav	Bioscience Discovery	2019	0	Sir Sayyed College of Arts Commerce and Science, Aurangabad	Nil
Anatomical studies of Sphageticola trilobata (L) Pruski (Asteraceae)	Dr. Nishat Parveen	IRJMS	2019	0	Sir Sayyed College of Arts Commerce and Science, Aurangabad	Nil
Phyto Plankton seasonal Abundance in relation to physico- chemical features	Dr Rafat Nahri	Think India Journal page 32- 38, Vol No.-22, 2019	2019	0	Sir Sayyed College of Arts Commerce	Nil

is MahapoliLake, Bhiwandi, Maharashtra.					and Science, Aurangabad	
Facile And Efficient Synthesis Of Xanthene Derivatives Mediated By Lanthanum(Iii) Nitrate Hexahydrate Under Solvent Free Conditions	Dr. Shaikh Kabeer Ahmed	CHEMISTRY JOURNAL OF MOLDOVA. General, Industrial and Ecological Chemistry. 2020	2019	0	Sir Sayyed College of Arts Commerce and Science, Aurangabad	Nill
SUCCINIMIDE-N-SULPHONIC ACID CATALYZED SYNTHESIS OF [1,2,4]- TRIAZOLO- QUINAZOLINONE DERIVATIVES UNDER SOLVENT FREE CONDITIONS	Dr. Shaikh Kabeer Ahmed	Heterocyclic Letters	2019	0	Sir Sayyed College of Arts Commerce and Science, Aurangabad	Nill
An Efficient synthesis of 2-arylbenzothiazoles: A natural approach.	Dr. Shaikh Kabeer Ahmed	Current Pharma Research ISSN- 2230-7842	2019	0	Sir Sayyed College of Arts Commerce and Science, Aurangabad	Nill

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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
Blockchain Technology (BCT) for Internet of Things (IoT)	Dr. Aziz Bin Naser	Studies in Indian Place Names, (UGC Care Journal) Page No 332, Vol 40 Issue38 March-2020	2019	Nill	Nill	Sir Sayyed College of Arts Commerce and Science, Aurangabad
Effects of Environmental Incitement on Learning Abilities and Tendencies of Pre School Students	Dr. Nisargandha Siddharth	National Journal on Social Issues and Problems Page No. 1-4 Vol-08, Issue-02, Dec-2019	2019	Nill	Nill	Sir Sayyed College of Arts Commerce and Science, Aurangabad
Studies in Pollution controlling plant species of Salim Ali Lake, Aurangabad	Dr. Sangeeta Ahuja	International Journal of THINK INDIA Vol-22, Issue-31, Dec-2019	2019	Nill	Nill	Sir Sayyed College of Arts Commerce and Science, Aurangabad
Polymorphism Polymorph Characterization In Pharmaceuticals	Dr. Sayed Hussain	Journal of Biomedical and Pharmaceutical Research	2019	Nill	Nill	Sir Sayyed College of Arts Commerce and Science, Aurangabad
Goods and Service Tax: Its Impact on Agricultural Sector	Dr. Qazi Baseer Ahmed	International Journal of Advance and	2019	Nill	Nill	Sir Sayyed College of Arts

		Innovative Research				Commerce and Science, Aurangabad
Determination of proteolytic activity of Pseudomonas isolated from dairies of Aurangabad on pH and temp. gradient [143-152]	Syed Nisar Ahmed	Think India Journal	2019	Nill	Nill	Sir Sayyed College of Arts Commerce and Science, Aurangabad
Biochemical Estimation of Glycogen Levels in the Haemocytes of freshwater crab Barytelphusa cunicularis 1154-1158	Dr. Nayab Ansari	World Journal of Pharmaceutical research	2019	Nill	Nill	Sir Sayyed College of Arts Commerce and Science, Aurangabad
Prevalence of Bacterial Pathogens in Vegetables Commonly Used as Salads	Dr. Sayed Rizwan	Think India Journal P.No. 887- 894 Vol.22, Special Issue 31.Dec-2019	2019	Nill	Nill	Sir Sayyed College of Arts Commerce and Science, Aurangabad
Feminine and Cultural Identity in Michael Ondaatje's Anil's Ghost pp.95-102	Dr. Shaikh Suhel	Langlit Special Issue February 2020	2019	Nill	Nill	Sir Sayyed College of Arts Commerce and Science, Aurangabad
The Attitude of Yemeni students in Aurangabad towards the Nature of Hashtag's Language and its Role in making public opinion	Dr. Shaikh Suhel	International Journal of Research Culture Society Vol-3, Issue-11, Nov-2019	2019	Nill	Nill	Sir Sayyed College of Arts Commerce and Science, Aurangabad

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	4	70	1	1
Presented papers	7	31	1	1
Resource persons	1	6	1	1

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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
NSS Special camp from 29/01/2020 to 04/02/2020	NSSS Unit Sir Sayyed college and Dr. BAM University Aurangabad At Mojje Gevrai Kuber	2	70
Prabhat feri on ocassion of Mahaparinirwan day of	NSS Unit	2	22

Dr. Ambedkar on 06/12/2019			
World AIDS Day on 01/12/2019	NSS Unit and Medical council department	2	24
Swanvidhan day celebration Guest lecture on 29/11/2019	NSS Unit	2	20
Rally for Kolhapur Sangali flood Relief fund	NSS Unit	2	25
Swachhata Abhiyan in Govt. college Aurangabad on 10/10/2019	NSS Unit	2	22
Run for Rain 15/08/2019	NSS Unit and Dainik Bhaskar	2	27
NSS Day celebration on 28/09/2019	NSS Unit	2	15

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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	Nil

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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
Women development cell	Health and Hygiene cell and Girls Forum	Yoga-Day on 26/06/2019	12	5
Women development cell	Girls Forum	Guest lecture on Naturopathy on 28/09/2019	18	28
Girls Forum	Girls Forum	Salad Decoration on 18/04/2020	5	10
Women development cell	Girls Forum	Women Empowerment Exhibition Visit to Kalagram 23/01/2020	5	36
Women development cell	Girls Forum	Workshop on Women safety 10/02/2020	6	55
Women development cell	Girls Forum	Motivational lecture on 12/02/2020	4	67
Women development cell	Girls Forum	Matching Day competition on 12/02/2020	5	21
Women development cell	Health and Hygiene cell	Guest lecture on AIDS Awareness on 19/12/2019	4	34
Women development cell	Health and Hygiene cell	Guest lecture on Cardio Protection on 16/09/2019	2	18
Women development cell	Health and Hygiene cell	Guest lecture on Covid-19 on 19/12/2019	5	13

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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
Guest lecture by Dr. Nishat Parveen at Dr. Rafiq Zakaria College, Aurangabad	25	Nill	01
Guest lecture by Dr. Ayesha Durrani, at Sir sayyed College Aurangabad	35	Nill	01

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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
Sharing of research	Sharing of research	Department of Botany, Womens College, Aurangabad	29/11/2019	25/04/2020	05
Sharing of playground	Sports	Maulana Azad College, Aurangabad	26/09/2019	25/06/2020	02
sharing of research	sharing of research	Department of Microbiology, Kohinoor College, Khultabad	25/10/2019	20/06/2020	08
Project Work	Project Work	Department of Zoology, Maulana Azad College, Aurangabad	20/06/2019	02/05/2020	05
Sharing of research	Sharing of research	Department of Chemistry, Dr. R.Z. College for Women, Aurangabad	02/07/2019	04/03/2020	07
Sharing of Research	sharing of research	Department of Physics, Miliya College, Beed	27/06/2019	25/04/2020	05
Skill development	Skill development	Department of English, Maulana Azad College, Aurangabad	28/06/2019	25/04/2020	20
Research sharing	Research	Department of Zoology, Maulana Azad College, Aurangabad	15/06/2019	30/04/2020	06

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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
Department of History, Dr Rafiq Zakariya College for Women, Aurangabad	13/02/2020	Guest lecture, Historical visit, Poster Presentation	57
Iqra technologies, Aurangabad	17/06/2019	To conduct different activities on career development and placement	6
Dept of English	17/06/2019	Poster Presentation, Guest Lecture	28
Dept of Botany, Dr. B.A.M.U	Nill	Publication of Research papers in Journal	3
Dept of Botany, Dr. Rafiq Zakaria college	25/02/2020	Signing of MOU	5
Dept of Commerce. Poona college, Pune	02/12/2019	Signing of MOU	6

dept of computer science	06/08/2020	Signing of MOU	6
Department of Microbiology kohinoor College	31/01/2020	Signing of MOU	6
Department of Arabic Koochinoor College	18/02/2020	Signing of MOU	6
Department of chemistry poona colleg	02/12/2019	Visit to NCL, Educational Visit	17

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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
2	1.56

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Existing
Seminar Halls	Existing
Class rooms	Existing
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 patially)	Version	Year of automation
Lib-Man Software	Partially	Client Server	2009

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	7878	818560	112	19444	7990	838004
Reference Books	3075	1148720	58	43397	3133	1192117
Journals	480	356417	13	31945	493	388362
CD & Video	39	Nill	Nill	Nill	39	Nill
Weeding (hard & soft)	167	18584	Nill	Nill	167	18584
Others (specify)	24	4500	Nill	Nill	24	4500

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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	Platform on which module is developed	Date of launching e-content
Dr. Binnaser Aziz Abdullah	Computer Networking	Youtube Channel of College	28/11/2019
Dr. Nishat Parveen	Colloidal State	Youtube Channel of College	27/12/2019
Dr. Syed Mujeeb	Amplifier, digital analog and transistor wire	Youtube Channel of College	14/01/2020

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4.3 - IT Infrastructure

4.3.1 - Technology Upgradation (overall)

[illegible]

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	58	24	1	1	1	9	22	10	2
Added	0	0	1	0	0	0	0	50	0
Total	58	24	2	1	1	9	22	60	2

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

50 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
Industrial Microbiology	https://classroom.google.com/c/MzIyNjAwMzU0MjFa?cjc=ho6innq
Microbiological techniques and General Microbiology-II	https://classroom.google.com/c/NDA5ODE1NTg3NzJa?cjc=m272rjm
Thermodynamics part I	https://classroom.google.com/c/MTE1OTEyMzAwNDYy?cjc=nyxeyk5
Thermodynamics part II	https://classroom.google.com/c/ODkxODc1ODczNDha?cjc=djdvfw7
BSc I Organic Chemistry Paper II	https://classroom.google.com/c/MjE3NjI2ODIwOTAz?cjc=saf33sl
BSc II Organic Chemistry Paper IX	https://classroom.google.com/c/MjE3NjIzNzA2NDUy?cjc=u4tslx5
MSc Organic Chemistry	https://classroom.google.com/c/MjE3NjI4NjM1OTE2?cjc=glmqku5
Industrial Microbiology	https://classroom.google.com/c/MzIyNjAwMzU0MjFa?cjc=ho6innq
Microbiological techniques and General Microbiology-II	https://classroom.google.com/c/NDA5ODE1NTg3NzJa?cjc=m272rjm
Module for B.Com.III Sem Comp. Eng	https://classroom.google.com/c/NDI2NzI2ODYzMTZa?cjc=qswu4qg
Module for B.Com.IV Sem Comp.Eng	https://classroom.google.com/c/NDg3MDA0Mzk5NjVa?cjc=yroe5mw
Module for M.A.I (Eng)	https://classroom.google.com/c/NDQwNDY1OTA4MjVa?cjc=ntymvjx
Module for M.A.II (Eng)	https://classroom.google.com/c/NDI2NzI3NzUyNjVa?cjc=wqtncue
Wordsworth's concept of Poetic Diction	http://presentationtube.com/watch?v=g2TEzTkXXBB
Compulsory English	https://classroom.google.com/c/NzU5Mzc30
Optional English	https://classroom.google.com/c/NjQyNzQwO
Optional English	https://classroom.google.com/c/NjQyNzA5OT
MA I yr English	https://classroom.google.com/c/NzU5MzgWn

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
1.5	1.27	1.5	1.4

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 overall authority and responsibility for maintaining and utilizing the physical, academic and support facilities rest with the Principal. The Principal by delegating

the authorities and responsibilities to Vice-Principals, Heads of Departments and various committees ensures that the resources are optimally utilized and maintained for the benefit of the stakeholders. The financial requirements are assessed on the basis of the requirements submitted by the Heads of Departments and other Support Units at the beginning of Academic Year. The College Development Committee by considering the availability of resources and the requirements makes budgetary provisions for upgradation, maintenance and utilization of all the resources of the institution. All the purchases are done as per the norms and procedures laid down.

All the resources are recorded in the Accession Register and Stock Register maintained by the Office. Library: ☐ Library follows open access system. ☐ Books accessioned arranged by using DDC. ☐ Print Journals facility provided. ☐ E Question papers are made available to users. ☐ Movement register is maintained in the library for the entry of Students staff. ☐ OPAC facility is provided to search library resources. ☐ CCTV cameras are installed in the library to have a control. ☐ Library has a systematic procedure for procuring requirements of books. ☐ A separate reference section has been set to avail books, Journals, Questions Papers and other relevant materials. ☐ Strict disciplinary policies are framed in order to maintain library decorum. Physical Infrastructure maintenance: ☐ The college ensures that the infrastructure facilities are regularly well maintained and updated so forth to enhance better physical, academic performance. ☐ The maintenance work is carried by proficient in-house staff. ☐ A separate team of employees have been appointed who take care of the campus cleanliness and hygienic environment. Electrical and UPS maintenance: ☐ The security and safety within the campus and daily maintenance of electrical fittings and UPS in the buildings and campus. ☐ Supply is maintained through electricity board or captive generator sets. ☐ The daily maintenance of electrical fittings and UPS in the buildings and campus is handled by expertise in-house electricians. Classrooms Sports: ☐ Regular cleaning and maintenance are carried out so as to provide effective learning environment to the students. ☐ Class wise time table is designed in such a way that there is maximum utilization of infrastructure, laboratories, library and class rooms. ☐ Computer department with the help of student takes care of the maintenance of all the computers within the institution both the Hardware/Software and Networking. ☐ Sport material is issued to students as per the schedule. ☐ For intercollegiate competitions sport material is issued to the student for the period of the competition.

<http://sirsayedcollege.org/IQAC/Procedure-and-Policies.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
Financial Support from institution	Students Aid Fund	45	23500
Financial Support from Other Sources			
a) National	Government Schlorship	423	Nill
b) International	Nill	Nill	Nill

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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
BRIDGE Course	02/07/2019	481	All the Departments
SOFT SKILL SPOKEN ENGLISH	10/07/2019	22	Department od English
YOGA	21/06/2019	12	GIRLS FORUM
REMEDIAL TEACHING	09/10/2020	86	Department of Commerce
Nill	26/02/2020	101	Department of Commerce

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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 passed in the comp. exam	Number of students placed
2019	Guest Lecture on "Career Opportunities in Commerce in current Scenario" organized by Department of Commerce	Nill	47	Nill	Nill
2020	Guest Lecture on "Career Opportunities in Company Secretary" organized by Department of Commerce	Nill	37	Nill	Nill
2020	Guest Lecture on "Career Opportunities in Commerce" organized by Department of Commerce	Nill	43	Nill	Nill
2020	Guest Lecture on "Career Opportunities in Banking & Soft Skills Development using I.T. " organized by Department of Commerce	Nill	29	Nill	Nill

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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
4	4	2

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
Nil	Nill	Nill	Nil	110	79

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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	Department graduated from	Name of institution joined	Name of programme admitted to
2020	18	B.Com.	Commerce	Sir Sayyed College	M.Com.
2020	19	B.A.	Arts	Sir Sayyed College	M.A. English
2020	5	B.A.	Arts	Sir Sayyed College	M.A. Arabic
2020	8	B.A.	Arts	Sir Sayyed College	M.A. Urdu

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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
NET	1
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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
Football	Inter -Class	55
Chess	Inter -Class	27
Cricket	Inter -Class	49
Table Tennis Womens	Inter -Class	10
Athletics (Boys)	Inter -Class	42

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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
Nil	00	Nil	Nil	Nil	00	00

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

Student Council will be formed as per the guidelines of State Govt. and University. It comes under the university jurisdiction. As the policy of student council it is under the process of modification by the state govt. Therefore, the Student Council could not be formed in this year. Representation of students on various academic and administrative bodies or committees: 1) Internal Complaint Committee. 2) College Development Committee. 3) College Magazine 4) National Service Scheme (NSS)

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

Yes

5.4.2 - No. of enrolled Alumni:

220

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

0

5.4.4 - Meetings/activities organized by Alumni Association :

01 meeting Alumni Meeting was organised on 12th March 2020 . Following activities were conducted by Alumni Association a) Distribution of Alumni Forms to all Departments to obtain information about Alumni b) Enrollment done of Alumni in different departments. c) Alumni would participate in the academic activities of the college. d) Guiding the students for admission process.

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)

Decentralization: 1. All In charge of programmes function independently with full authority and responsibility. Each program enjoys independent decision making power and has Heads and Coordinators to manage it which makes decision making prompt. The institution follows program wise decentralization. There are fourteen head of departments and five incharge for P.G. courses. They are accountable for performance and student satisfaction. High degree of decentralization has helped the institution to achieve the desired goals. 2. Examination Department is

separated from regular academic operations and all exam related activities are conducted by the Examination Committee. 3. Decentralization is seen as a means of improving quality of educational services. Governing body, Management, Principal, Vice Principal, IQAC Members, Staff, Student representatives, Stakeholders, Alumni and various committees are jointly empowered to propose, design, formulate and execute their plans within the frame work of governance. 4. The Academic Committee, Administrative Staff, I.Q.A.C., C.D.C., N.S.S. all are working together for the smooth running and over all functioning of the college. The institution has a mechanism for delegating authority and providing operational autonomy to all the various functionaries to work towards decentralized governance system.

Participative Management: 1. The institution promotes a culture of participative management by involving staff, students and other stakeholders in various activities. As a result of decentralization, we have been able to give importance to participative management. Both students and staff are allowed to share any suggestions aiming at the development of the institution. Every employee and student is encouraged to give suggestions which are taken up seriously by management. 2. Parent Teacher Meetings are facilitated through staff meetings and departmental meetings. Such meets are supported by informal discussions on important issues about the future course of action.

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 college follows the reservation policies in admission process taking into consideration the rules and regulation laid down by Govt. of Maharashtra and Govt. of India. The admission fee is charged according to the norms set by Govt. of Maharashtra and Dr. Babasahed Ambedkar Marathwada University, Aurangabad. Admissions are given through a centralized online admission system which is Transparent and documented. The college has constituted an admission committee which observes a fair admission procedure to maintain its transparency in admission procedure. The college committees are responsible for admission. Software used for online admission and for Generating Roll Numbers, Mobile Numbers Identity Cards, Merit list, Leaving certificates, Eligibility etc. Admission, tuition and other fees are collected by the college from students, admission committee members also counsel the students at the time of admission.
Industry Interaction / Collaboration	The college has a firm belief that for the quality improvement industry interaction is most significant. So the college has made MoUs / Collaborations / Linkages with various organizations. Industrial training programmes are organized to provide practical orientation to UG and PG students and prepare them for career in the industries. The industry interaction, industrial tours and field visits are organized. Through activities of the Placement Cell and Entrepreneurship Development Programme, the college-industry network is strengthened.
Human Resource Management	The institution has a very effective mechanism for human resource management. The administration is decentralized through functional freedom to HoDs, coordinators, and chairpersons of various committees. The available human resource is utilized by engaging them in annual and special committees for the organization of various activities / programmes. The college seeks feedback from its stakeholders to evaluate the performance of its human resource. Faculty and staff development programmes are also organized to update the knowledge base and pedagogical skills.
Library, ICT and Physical Infrastructure / Instrumentation	Spacious and well-ventilated library with a collection of 3075 reference books and 7878 textbooks, 480 journals, 39 CD's/Videos. The central library and reading hall have a good capacity where 30 users can seat and study comfortably. The library provides computers with internet facility for students and teachers. The library is the prime learning resource of the college partially automated through integrated library Management System Known as "Lib Man". Lib Man is

	<p>an integrated Multiuser and a user friendly System. The Lib Man Software is developed by "Mastersoft" Nagpur which is a leading education ERP software provider with 2000clients. The Lib Man software consist of Madules such as Acquisition Cataloguing, Circulation, OPAC (Online public Access Catalog). MIS Reports, Serial Control, Barcode facility, Book reservation facility, the status of Book such as issued. Withdrawn /write-off/lost, database backup facility, online facility through Team Viewers to solve any difficulty/problems in the functioning software.</p>
Research and Development	<p>For this college has established Research Committee to promote research activities. The faculties are encouraged to undertake MRPs, to present and publish research papers/articles, and to participate in various seminars/conferences/workshops at international/ national /regional level. The college also organizes seminars/ conferences/ workshops at national, state and regional levels every year. The Ph.D. holder faculties are motivated to become research guides. INFLIBNET facility is provided in the college library to promote research environment. To enhance research culture, the college has made MoUs/Collaborations/Linkages with various organizations. The researchers are felicitated for their achievements. • The college has NSS units through which we undertake extension activities in the neighborhood community and help in the holistic development of students and the vicinity. • The college has conducted extension and outreach programs in the collaboration with various stakeholders of the society. Participation in Swachh Bharat Abhiyan, etc. • 01 teacher is recognized as research guides by the Dr. Babasaheb Ambedkar Marathwada University, Aurangabad Maharashtra and 04 scholars have completed Ph.D. under their guidance. • The faculty has published 150 research papers in different journals, research papers in conferences / seminars/workshops proceedings and 03 chapters in various reputed publications and 09 Books published by teachers, teacher also attend 04 international seminar, 70 national seminar, 01 state level and 01 local level seminar. 07 research paper presented by teachers in international seminars and 31 teachers in national seminar, 01 teacher attend an international seminar as a resource person and 06 teachers attend national seminar as resource person.</p>
Examination and Evaluation	<p>The prime objective of any educational institute striving to achieve excellence is to identify respective learning levels of the students. Students from the diverse socio-cultural, economical and educational background are admitted to the college. Therefore taking into account the varied needs of the students it becomes necessary to identify slow learners and advanced learners at the entry level. At the commencement of every academic year, the college conducts counseling sessions and bridge course for newly admitted students. In these sessions, college Principal and the senior faculty members make students aware with their goals and objectives, code of conduct, classroom attendance, examination and evaluation system and the amenities available in the college. • For the Continuous Internal Evaluation (CIE) the college conducts class tests, tutorials, unit tests, departmental student's seminars, project works, practical examinations, tests etc. • The students fill up examination forms through the online portal of the university and the same is submitted to the college. • In the view of the guidelines and norms of the Dr. Babasaheb Ambedkar Marathwada University, Aurangabad Maharashtra for internal assessment, the college has developed department wise objective criteria for calculating internal marks so as to ensure transparency. • At the commencement of every academic year, the students are made aware of the continuous internal evaluation mechanism which includes nature of question papers, marking scheme, various types of evaluation methods and the marking weightage to be given. • All Post Graduate Programmes like M. A. and M.Sc. have Choice Based Credit System as per Dr. Babasaheb Ambedkar Marathwada University, Aurangabad Maharashtra. • For Post Graduate Programmes 20 weightage is given to internal and 80 weightage is given to the university examination. • The college has initiated continuous internal evaluation in accordance with the norms and guidelines of Dr. Babasaheb Ambedkar</p>

Marathwada University, Aurangabad Maharashtra. • The College Examination Officer (CEO) is appointed as per the rules and regulations laid down by Dr. Babasaheb Ambedkar Marathwada University, Aurangabad Maharashtra. • Every academic year, the chairman of timetable committee prepares the schedule of internal evaluation. The schedule is circulated among the members of teaching faculty and the same is communicated to the students on the central notice board, besides, concerned teachers make announcements in the classrooms. • The answer sheets are shown to students after evaluation for their information which provides transparency and accountability in the evaluation process students grievances are taken care of and are redressed in a timely manner. • Online internal marks are submitted to the university through College's login accounts on the university internal examination portal. • The college has appointed internal squad for the prevention of malpractices in the internal examination. • Mobile phone in the examination hall is strictly prohibited. • Marks lists of the students are prepared after the evaluation and documented for the further clarification. • The schedule of the examination is prepared by Dr. Babasaheb Ambedkar Marathwada University, Aurangabad Maharashtra. • For the conduct of internal examinations, the college has Internal Squad to prevent malpractices in the examinations. • The answer sheets are shown to the students after evaluation for their information which provides transparency and accountability in the evaluation process. • After the results are announced student can seek a revaluation of their answer sheets if needed. • Photocopy of the answer sheets is made available to the students on their demand. • The answer sheets are preserved and documented for further clarification and use. • For the transparency and effectiveness of the continuous internal evaluation process, the college examination committee takes the responsibility and monitors the mechanism throughout the year. • The examination committee prepares the examination schedule and it is communicated to the students on the central notice board, besides, concerned teachers make announcements in the classrooms. • The benchmark of the evaluation includes attendance, tutorials, practicals, field projects, assignments/seminars/oral presentations and the score secured in the internal tests. • All the PG programs have a Choice Based Credit System (CBCS) and internal evaluation is undertaken as per the University rules. • The syllabus for the internal examination is communicated to the students in advance by the concerned subject teacher.

Teaching and Learning

The institution prepares the academic and administrative calendars well in advance before the commencement of the academic year. Every faculty prepares academic plan and maintains the academic diary for quality improvement. The teaching learning process is supported by the use of ICT. The college organizes and encourages the faculty to participate and present papers in various seminars, conferences, and workshops regularly. Departments organize student seminars, projects, field visits, educational tours, group discussions, demonstrations, guest lectures, etc. The faculties are motivated to prepare resource material for teaching-learning. The college deputed the faculty to attend Orientation/Refresher courses, and training programmes to update their knowledge. The college also makes enrichment of library and laboratories with the support of various funding agencies. There is a talent search scheme for advanced learners to enhance their performance through paper solution exercises, and a remedial coaching scheme for the slow learners. The feedbacks are taken from the stakeholders for improvement in teaching learning process. The meritorious students are felicitated by giving cash prizes. • Encouragement to the teachers to acquire higher qualifications. • The college strictly adheres to the academic calendar for conducting the Continuous Internal Evaluation (CIE) by conducting regular class tests and tutorials, seminars. • Learning outcomes are reflected in a high pass percentage of the students, their success in NET/SET examination and university merit ranking. • Various student-centric learning methods and tools such as field projects, on-job training, survey method, ICT enabled

	classrooms etc. for enhancing teaching learning processes. • College sets the learning outcomes for all programmes and communicated to the teachers and students and uploaded on the college website. Learning outcomes are assessed periodically.
Curriculum Development	The institution is permanently affiliated to Dr. Babasaheb Ambedkar Marathwada University Aurangabad, Maharashtra and follows the curricula prescribed by the University. • Seminars/workshops/symposium, guest lecturers etc are conducted by college for curriculum enrichment and enhancement. • Effective integration of cross-cutting issues relevant to Gender, Environment, Human Values, and Professional Ethics into the curriculum. Apart from University curriculum, college organizes various activities/programs such as 'No Vehicle Day', plastic-free campus etc. through IQAC and NSS units. • The feedback is collected from all the stakeholders on the curriculum it is then analyzed and discussed in the departmental meeting. • The college is offering 10 academic programmes including 05 UG, 05 PG, and • All 05 PG programmes and 01 UG programs follow the CBCS/elective curriculum. • Several teaching staff represent as member or chairperson in the curriculum committee university Curriculum development committees in other universities. • Preparation of academic calendar, departmental meetings, allotment of workload, preparation of time table, teachers diary, daily lesson notes, use of ICT tools, field projects, use of various academic softwares, feedback mechanism are some of the tools implemented by the college for effective curriculum delivery.

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

E-governance area	Details
Planning and Development	The institution has prepared a perspective plan for development. The perspective plan is drawn with short-term and long term goals in the different aspects of the functioning of the college such as teaching and learning, research and development, industry interaction, community engagement, human resource planning, and infrastructure. To implement these plans in a meaningful manner, adequate measures are taken to mobilize resources. The following aspects are considered while deciding the perspective plan: 1). Needs of the students 2). Opinions of the stakeholders 3). Strength of the students 4). Technological upgradation 5). Requirements of industry 6). Employability aspect 7). Enhancement of research culture 8). Upgradation of human resources 9). Fund raising for the development of the college 10). Infrastructural requirements
Administration	• The administrative setup consists of the Principal followed by the Vice-principals, OS, Head clerk, Junior Clerks, Assistants, and Attendants. • The organization of departments includes Head of Departments, Associate Professors, Assistant Professors stage-1, 2 and 3, Librarian and a Physical Director. • The formal organizational structure of the library staff includes the Librarian, Library Clerk, and Library Assistant. • Organization structure of the Department of Physical Education and Sports includes a Director of Physical Education and the Attendant.
Finance and Accounts	The College uses Tally software for the maintenance of account records.
Student Admission and Support	Software used for online admission and for Generating Roll Numbers, mobile numbers, Identity Cards, Subjects, Leaving certificates, Eligibility etc. The student database is useful in maintaining the fee records and disbursement of scholarships from various agencies.
Examination	The College provides internet connection with Wi-Fi Facility.

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

2019	Dr. Chitra Bagmar	National Seminar on New Avenues in Chemical and Biological Sciences	Nil	300
2019	Dr. Hussain Sajjansahab	National Seminar on New Avenues in Chemical and Biological Sciences	Nil	300
2019	Dr. Nishat Parveen	National Seminar on New Avenues in Chemical and Biological Sciences	Nil	300
2019	Dr. Surendar Takale	National Seminar on New Avenues in Chemical and Biological Sciences	Nil	300
2020	Dr. Shaikh Abdul Baseer	National Conference on " Innovative Ideas in Chemical Science and Environmental Science for Sustainable Development-2020	Nil	1300
2020	Mr. Mohammad Ahmeduddin	National Seminar on Quest of Identity organized by Milind College, Aurangabad	Nil	1200
2019	Mr. Syed Nisar	National Conference on " Innovative Ideas in Chemical Science and Environmental Science for Sustainable Development-2020	Nil	1300
2019	Dr. Syed Rizwan	National Conference on " Innovative Ideas in Chemical Science and Environmental Science for Sustainable Development-2020	Nil	1300
2020	Dr. Sangeeta Sutar	National Conference on "Recent Advances in Plant Sciences"	Nil	1000
2020	Dr. Milind Jadhav	National Conference on "New Accreditation Process and Quality Enhancement for Rural College"	Nil	900

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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	Environmental Awareness	NA	28/06/2019	28/06/2019	28	Nil
2019	NA	Environmental Awareness	29/06/2019	29/06/2019	Nil	19
2019	Disaster Management	NA	12/09/2019	12/09/2019	30	Nil
2020	Hazard Materials-Risk, Precautions and Safety	Hazard Materials-Risk, Precautions and Safety	22/01/2020	22/01/2020	29	5
2020	NA	Administration and Skill Development	27/02/2020	27/02/2020	Nil	20
2020	Quality Enhancement in Higher Education	NA	29/02/2020	29/02/2020	29	Nil
2020	Role of IT in Global Society	NA	18/02/2020	18/02/2020	27	Nil

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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
Refresher	1	05/08/2019	21/08/2019	17

Refresher	1	01/10/2019	13/10/2019	13
Refresher	1	18/11/2019	30/11/2019	13
Refresher ARPIT online	3	01/09/2019	15/01/2020	18
Short term course	1	20/01/2020	25/01/2020	6
Short term course	1	24/02/2020	29/02/2020	6
Short term course	1	27/04/2020	03/05/2020	6
Short term course	1	24/06/2019	29/06/2019	6
FDP online	1	11/05/2020	16/05/2020	6
FDP online	1	20/04/2020	06/05/2020	16

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	10	Nil	Nil

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
Sir Sayyed College Credit Cooperative Society	Sir Sayyed College Credit Cooperative Society	SAF

6.4 - Financial Management and Resource Mobilization

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

Financial Audit is conducted regularly. The Audit is done by an auditor, Ifteqar Patel, after verification of certain documents. The Final Salary and Non-salary audit is done by Joint Director and Senior Auditor, Higher Education. The College sent financial statements every year to the concerned authority. Internal Audit is conducted by the college.

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
1. Individuals (SAF)	23000	helping students.

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6.4.3 - Total corpus fund generated

1000000

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	Applied to Dr. Baba Saheb Marathwada University , Aurangabad	Yes	members of management, Principal, and vice-principal regularly.
Administrative	Yes	Applied to Dr. Baba Saheb Marathwada University , Aurangabad	Yes	members of management, Principal, and vice-principal regularly.

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

During the academic year 2019-2020, Parents- Teachers association organize meeting in various departments such as, 1) Department of Botany: Department of Botany organize Parents-teacher Meeting on 10/10/2019 at 02:30 Pm, following issues were discussed. Performance of students in previous exam, activate participation in departmental activities, Role of parents in Attendance of the students. a total of 17 parents were present for the meeting. 2) Department of Commerce: Department of Commerce organizes Parent -Teacher Meet on 05/10/2019, at 02:00Pm. Irregularity of students, Poor attendance in class test and tutorial, poor performance in seminar

and group discussion and strategies in coming exams were discussed. Total 26 parents were present. 3) Department of Computer Science Organize a Parent- Teachers meet on 05/12/2019 at 02:00Pm, total 16 parents were present for the meeting. Following issues were discussed in the meeting. Irregularity of students, Poor performance of students in exams, provisions for study materials, students valuations and SMS of students attendance to parents. 4) Department of Microbiology organized parent's teacher Meet on 17/12/2019. Following issues were discussed during the meeting: student attendance, performance in class, preparation in upcoming exams etc.

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

i) One day workshop on Administration and skill development for Non-teaching staff was held on 28-02-2020 in college premises. Director, Board of Examination and Evaluation of Dr. Babasaheb Ambedkar Marathwada University, Aurangabad, Dr. Ganesh Manza inaugurated the workshop. Dr. Manza highlighted the importance of acceptance, involvement and coordination of the employees in their duties. Principal Dr. Sk. Kabeer Ahmed presided over the function. Total 20 members of non-teaching staff were present in this workshop. ii) Internal Complaint committee: Above committee is constituted to save the grievances of staff as well as students. Dr. Sangita Sutar, Dept. of Botany is working as Incharge of this Committee. Committee is looking into the grievances of supporting staff also if any, time to time and providing solutions.

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

a) Since accreditation college has concentrated on organizing seminars, conferences, workshops regularly. Dept. of Chemistry has organized national level conference in 2019-20. Every teachers of the concerned subject is organizing seminars of their students. b) Feedback mechanism of all stake holders of college, such as students, teachers, parents, members of management and other concern authority made online strengthen. c) Students satisfaction survey had been conducted online in this academic year. d) After accreditation research activity of teachers are increased. Teachers were encouraged for research activity by college management, principal. 2 teachers of the college conducting research under minor research grant scheme sanctioned by Dr. Babasaheb Ambedkar Marathwada University, Aurangabad. In this Academic year total 90 Research papers and 07 books and one chapter were published in National International Journals by the faculty members. e) N.S.S. Unit of Sir Sayyed College has undertook a Plantation Programme at Gevrai Kuber. After plantation watering to the plant also considered. College has contributed Rs. 8568/- to Chief Ministers Distress Relief Fund for Kerala. Also college has contributed Rs. 10000/- on behalf of N.S.S. Unit of Sir Sayyed College to Grampanchayat of Gevrai Kuber for the development of the village. On dated 21 22 Sept. 2019 Municipal Corporation Aurangabad Sir Sayyed College jointly organised preservation and conservation of Historical monuments on this occasion. Students of Sir Sayyed College undertook a city cleanliness scheme and performed it very well. On second day Historical Development of Aurangabad on this title rally was organised, huge students participated in this rally. Dr. Rizwana Tabassum from History Dept. addressed to this rally.

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
2019	IQAC organized guest lecture of impact of population on society	24/07/2019	24/07/2019	24/07/2019	38
2019	Job fair for students was organized by carrer and placement cell	31/08/2019	31/08/2019	31/08/2019	43
2019	Eye check up camp for students , teacher's , non teaching staff and civilians was organized by health and hygiene cells of college	20/02/2020	20/02/2020	20/02/2020	112

2019	One day institutional workshop for non teaching staff on "administration and skill development was organized by IQAC"	27/02/2020	27/02/2020	27/02/2020	20
2019	One day institutional workshop for teaching staff on "quality enhancement in higher education" was organized by IQAC	29/02/2020	29/02/2020	29/02/2020	29
2019	One day national seminar on new avenues of research in chemical and biological sciences was organized by department of chemistry	10/10/2019	10/10/2019	10/10/2019	180

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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
Speech Competition on Women Empowerment	15/01/2020	15/01/2020	5	Nil
Visit to Kalagram (Women Empowerment Exhibition)	23/01/2020	23/01/2020	36	Nil
Workshop on Women Safety	10/02/2020	10/02/2020	55	Nil
Workshop on 'Gender Sensitization	18/02/2020	18/02/2020	29	Nil

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
1. Dry and wet garbage segregated. 2. E-waste given to appropriate agency. 3. No Vehicle Day observed. 4. Plastic free campus.

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	No	Nil
Provision for lift	No	Nil
Rest Rooms	Yes	Nil
Scribes for examination	Yes	Nil

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	Nil	08/07/2019	1	Vision Knowledge India Hub	Students Industrial visit	15
2019	2	Nil	31/08/2019	1	Job Fair	Students provided opportunity to give interview	30
2019	3	Nil	25/09/2019	1	Study tour to Knowledge Research	Students informed how to access e-library	21

					Centre ,DR BAMU		
2019	4	Nill	25/09/2019	1	Visit to IAS centre	Students informed about the admission process of IAS coaching centre	21
2019	5	Nill	29/09/2020	1	Educational visit to Ideal Village Patoda	Solid Waste management, water conservation and use of solar energy cleanliness etc observed in the village	19
2019	Nill	1	24/09/2019	1	Lecture on NRC	Participants made aware of the need to make their ADHAAR card and relevant documents	16
2019	Nill	2	12/09/2019	1	Awardees felicitated	Teachers and stakeholders who received award from Maharashtra	41
2019	6	Nill	19/12/2019	1	HIV/Blood test Camp	Blood test of students obtained	35
2020	7	Nill	09/01/2020	1	Study tour to Ellora, Daultabad, Khuldabad	Historical importance of these sites were explained	35
2020	8	Nill	11/01/2020	1	Agro foods conference	Methods of processing food products were explained	40

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

Title	Date of publication	Follow up(max 100 words)
Prospectus	20/06/2019	Rules for students are mentioned in prospectus. Admission Committee makes the students aware of these rules. Students Core Committee counsels the students about their conduct from time to time. Discipline committee monitors the conduct of the students and take necessary action if needed.
Hand book for Management, Administrators, Teachers, Non-teaching Staff and Students	26/09/2019	Rules regarding the Code of Conduct for Management, Administrators, Teachers, Non-teaching Staff and Students are provided in the handbook. Workshop was conducted to apprise the non-teaching staff of the Code of Conduct. Teachers were also informed about the same in the meetings conducted by the Principal.

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Guest lecture on Universal Values	20/06/2019	20/06/2019	48
Human Rights Day	22/06/2019	22/06/2019	26

Yoga Day celebrated	26/06/2019	26/06/2019	15
World Population Day	11/07/2019	11/07/2019	15
Laughter Therapy	19/08/2019	19/08/2019	30
Vachan Prerna Divas	15/10/2019	15/10/2019	31
Guest lecture on Secularism and Constitution	26/01/2020	26/01/2020	44
Talk on National Integration	27/01/2020	27/01/2020	53
Talk on Communal Harmony	27/02/2020	27/02/2020	30
National Science Day celebrated	28/02/2020	28/02/2020	51

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

Student motivated to participate in National Essay Competition on Global Warming and it's Islamic Solutions. No Vehicle Day. Educational visit to ideal village Patoda. Student and teacher motivated to save papers. Teachers motivated to conserve energy. Talk on Global Warming.

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

1. Spoken English Crash Courses Goal: The course aims to enhance student's language proficiency. In an age of globalization, English language competency and communication skills have acquired great significance. English language skills and communication skills are prerequisites for better employment. The course intends to equip the students with these required skills to increase their employability. The course aims to instil necessary confidence in the students so as to enable them to speak and write in English fluently. Context: Most of our students come from Urdu medium. They find it difficult to speak in English fluently. They even find it difficult to grasp the subject knowledge. In the background of this scenario. The Department of English took the initiative to start this spoken English crash course for the students weak in English. The course instils the necessary confidence in the students. Practice: Spoken English Course is an innovative practice of the college especially for the benefit of the students. The course is designed by the Department of English. Required emphasis and weightage is given to units such as grammar, phonetics, communication skills etc. Faculty of English organizes the programme and engage lectures. Schedule of the course is displayed on the notice board and the students are informed accordingly. Prior to the course, students were asked to speak on few topics in the respective classes by the respective English teachers. Students not well in conversant in English were identified and given training. Evidence of Success: Selected students attended the ten days Spoken English Crash Course. After the course, students were given some topics to speak so as to test their speaking skills. It was observed that their speaking skills improved drastically. They were able to converse in English with confidence.

2. Students' Aid Fund: Goal: The college has established Students' Aid Fund to support poor and needy students. Deserving students are helped financially to pay the admission fee. This is to ensure that no student is deprived of education for want of money. Context: The college is located in a predominantly Muslim area, which is socially and economically backward. The parents of the students belong to low income strata, hence find it difficult to provide good education to their wards. Apart from Govt. EBC support, the teacher and management of the college personally contribute to the student's Aid Fund. This fund enables the students to pay their fees also. Practice: The college appointed In-charge of Students' Aid Fund. Students applying for the benefit of SAF must satisfy following criteria: a) Students should be economically backward. b) They should apply in prescribed format for SAF. c) 75 attendance is compulsory. d) In-Charge reserve the right to verify the claims of an applicant. In-Charge of SAF scrutinizes the application and provides help to the deserving students. Evidence of Success: Every year around 60 students get benefited from students Aid Fund. This probably also helps in checking the drop-out rate of the students.

3. Staff Study Circle: Goal: The goal of the staff study circle is to promote the skills of research writing and to encourage the staff in research activities. It intends to acquaint the staff with the recent and advanced studies in their respective subjects. Context: New education policies emphasizes an inter-disciplinary research. Similarly, UGC focusses on topics of interdisciplinary nature and stressed that teachers should not only be involved in acquiring knowledge in their own subjects but gain insights into other subjects as well. In this background, Staff Study Circle organizes lectures on various topics.

This enables the faculty member to acquire knowledge about different topics. Practice: Staff Study Circle was constituted in the college in the year 2005. The In-charge of the Staff Study Circle organises lectures on various topics every year. The faculty member are requested to deliver lectures on topic of their research work or topic of contemporary relevance. Evidence of Success: In this year (2019-20), three lectures were organized by Staff Study Circle. 1. Prof. Maimanat Jehan Ara (Department of Political science) 2. Dr. Memon Ubeid (Department of Commerce)

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

<http://sirsayyedcollege.org/pages/IQAC-Best-Practices.html>

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

The mission of the college is Humane citizen through college" the vision of the institution includes the following 1. To propagate, encourage and provide education. 2. To create general awareness about women's education amongst Muslim. 3. To offer an environment conducive for learning and creative thinking. 4. To uplift the deprived and academically weak students by empowering them with knowledge. The institution is located in the predominantly Muslim area. Focus on the women's education is a task of crucial importance that this institution has undertaken. Without women education, upliftment of the particular section of society cannot be visualized. The institution is in fact the only one in the town which imparts co-education, having large number of girls. Institution has been making strident efforts to impart education to the minority students. However, it faced some challenges and found that most of the students were not able to complete their education due to poor financial condition. The parents of the students belong to low income strata hence find it difficult to pay the fees. Considering the large number of students, even Govt. scholarship were not enough. In this backdrop, the teacher and management came forward to help number of deserving students, especially girls. The college established 'Student Aid Fund' to support poor and needy students. Deserving students are helped financially to pay the admission fees. This ensures that no student is deprived of education for want of money. This fund enables the students the exam fees also. This probably also helps in checking the drop-out rate of the students. Students applying for the benefit of SAF must satisfy condition decided by the committee. The decision of the principal and In-Charge of SAF is final regarding grant of concession in fees to students. In the academic year 2019-2020, 45 students belonging to different streams availed the benefit of SAF. Keeping in mind the vision of the institute, its priority in imparting education to minority students and its thrust on women education, SAF play a crucial role. Otherwise, most of the students, particularly girls would not have completed their education.

Provide the weblink of the institution

http://sirsayyedcollege.org/pages/IQAC-Institutional_Distinctiveness.html

8. Future Plans of Actions for Next Academic Year

1. To encourage teacher to publish research articles in national and international journals. 2. To advice teachers to submit research project proposal. 3. To submit proposal for conference, seminar and workshops. 4. To organise conference, seminar and workshop at national, state and institutional level. 5. To apply for academic audit to Dr. Babashaeb Ambedkar Marathwada University Aurangabad 6. To organise different curricular and co-curricular activity for students. 7. To collect feedback from stakeholder's about curriculum, teacher, college etc. 8. To conduct on line survey of students. 9. To organize poster presentation and guest lectures under MOU with Department of English, Aurangabad College for Women.