YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution　　　　　　　SMT SURAJDEVI RAMCHAND MOHATA MAHILA MAHAVIDYALAYA KHAMGAON

- Name of the Head of the institution　　DR SWATI ABHAY CHANDE

- Designation　　　　　　　　　　　　PRINCIPAL

- Does the institution function from its own campus?　　Yes

- Phone no./Alternate phone no.　　　　07263255160

- Mobile no　　　　　　　　　　　　9881229210

- Registered e-mail　　　　　　　　　srmmnes@gmail.com

- Alternate e-mail　　　　　　　　　srmm315iqac@gmail.com

- Address　　　　　　　　　　　　　Near A K National High School, Balaji Plots Khamgaon

- City/Town　　　　　　　　　　　　Khamgaon

- State/UT　　　　　　　　　　　　Maharashtra

- Pin Code　　　　　　　　　　　　444303

2.Institutional status

- Affiliated /Constituent　　　　　　　Affiliated

- Type of Institution　　　　　　　　Women

- Location　　　　　　　　　　　　　Urban

- Financial Status   **Grants-in aid**

- Name of the Affiliating University **Sant Gadge Baba Amravati University, Amravati**

- Name of the IQAC Coordinator   **Dr Rajendra Vithal Waghmare**

- Phone No.   **07263255160**

- Alternate phone No.   **0726325168**

- Mobile   **8806666367**

- IQAC e-mail address   **srmm315iqac@gmail.com**

- Alternate Email address   **rajdongaonkar@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   http://www.srmmnes.com

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://srmmnes.com/pdf/AQAR%20Calendar%20year%202020-2021.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**75.10**	**2004**	**03/05/2004**	**02/05/2009**
Cycle 2	**B**	**2.35**	**2013**	**05/01/2013**	**04/01/2018**
Cycle 3	**B+**	**2.51**	**2019**	**15/11/2019**	**14/11/2024**

6.Date of Establishment of IQAC   **15/12/2004**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
0	**0**	**0**	**0**	**0**

8.Whether composition of IQAC as per latest NAAC guidelines   **Yes**

- Upload latest notification of formation of IQAC

  View File

9.No. of IQAC meetings held during the year   **2**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   **No**

- If yes, mention the amount

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

A National Level Webinar on Wellness

IQAC initiated the introduction of Value added programmes

Classes were conducted via online platforms like- Google Meet, google classroom and Zoom App

The teachers of the institution are academically enriched by attending online Refresher Courses, STC, Webinars and Faculty Development Programs, especially related to Online Teaching and E-content Development, during the lockdown period.

Student Orientation Programme was organized for the newly admitted students

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

Plan of Action	Achievements/Outcomes
Advanced Planning of the Academic Calendar by IQAC And Individual Departmental Academic Calendar	Departments prepared their academic calendar in consultation with faculty of their departments
Restructured the committees on the campus	Many committees were formulated for the decentralization of work culture
IQAC initiated the introduction of Add-on Programmes and Value Added Programmes	IQAC initiated the introduction of value add on courses in the subject like- Music, History,Hindi and English
Departmental Activities	Each and every department organized various students centric activities by online mode

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

- Name of the statutory body

Name	Date of meeting(s)
CDC	15/07/2021

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Designation	PRINCIPAL
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• Affiliated /Constituent	Affiliated
• Type of Institution	Women
• Location	Urban
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
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• Upload latest notification of formation of IQAC	View File

9.No. of IQAC meetings held during the year	2	
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- Name of the statutory body

Name	Date of meeting(s)
CDC	15/07/2021

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	16/03/2022

15.Multidisciplinary / interdisciplinary

The college will focus more on the educational outreach taking the multidisciplinary approach in the coming years.

16.Academic bank of credits (ABC):

The Academic Bank of Credit, being a novel inceptionn from the UGC in line with the NEP 2020 has not got ground yet at the college. The parent university has not directed and proposed to the institute. However, if the Parent University directs us, the

college will certainly implement the ABC.

17.Skill development:

Many number of Skill development activities are ongoing at the institute so as to bring the students in the stream of progress. However, due to the Covid-19, activities were less this Academic Year.

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

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

20.Distance education/online education:

The teachers of the college are taking their teaching online mode whwnever there is a need of time. However, the teachers are encouraging the students to join the courses of SWAYAM and MOOC.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**47**

File Description	Documents
Data Template	[View File]

2.Student

2.1 Number of students during the year	**765**

File Description	Documents
Institutional Data in Prescribed Format	[View File]

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**568**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**234**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**14**

File Description	Documents
Data Template	No File Uploaded

3.2 Number of sanctioned posts during the year	**17**

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1 Total number of Classrooms and Seminar halls	**8**

4.2 Total expenditure excluding salary during the year (INR in lakhs)	**257692**

4.3 Total number of computers on campus for academic purposes	**72**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The Internal Quality Assurance Cell (IQAC) of the college prepares its own academic calendar in line with the academic calendar of the affiliating university.Each and every Department prepares its academic calendar in line with the academic calendar prepared by the IQAC of the college and the University academic calendar, for organizing curricular, co-curricular and extracurricular activities for the students throughout the year. Every faculty is ready with the Academic planning of the syllabus/ paper/ course well in advance in the beginning of the academic year and implements it for a proper completion of the syllabus on time.Extra classes are planned for the sports and NSS students who might have missed the classes during the sports events and the Residential camp of the NSS.The faculty have completed 100% syllabus in the online mode during the Corona Lockdown period using Online virtual platforms like ZOOM, GOOGLE MEET, GOOGLE CLASSROOMS etc platforms.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The college undoubtedly and without failing prepares the Academic Calendar every year for the smooth conduction of teaching learning and examinations. The Academic Calendar is prepared at the outset of the every academic year. Every teacher is brought to the notice of his / her workload strictly as per the parent university and state government norms. Freedom of teaching methodology is given to the teachers but they have to follow the exam pattern and other related matter. The teachers but they have to follow the exam pattern and other related matter. The teachers prepared the questions bank for the students, it is prepared in accordance with the questions paper pattern of the university. Descriptive/ objective and short answers questions are made available for the students. This activity provides an insight to the students with respective their studies. Students are brought to the notice in regard to holiday is being circulated among the teachers, support staff students well in advance.Information about NSS residential

Camp, various competition social annual gathering etc. is provided in term of the Academic Calendar

The activities in the academic calendar include:

- Semester commencement date
- Test / Exam date
- Department staff meeting,etc

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://srmmnes.com/pdf/AQAR%20Calendar%20 year%202020-2021.pdf

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

8

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

00

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

1.3 - Curriculum Enrichment

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

The College integrates Cross-cutting issues of the society like Moral Values, Human Values, Professional Ethics, Ethical Values Gender Equality, Environmental Awareness, Gender Sensitization which are integral part of our curriculum. Moral Values, Human Values and Professional Ethics these subjects provide free environment for inculcating values and developing ethical

competence among the students. It is in response to a long- felt and urgent need to integrate value education with decision making skills in their personal, social and professional life. College celebrates days of National and International importance as Republic day, Women's day, Independence Day, Teacher`s day,International Yoga Day etc.

The college has a Grievance Redressal Cell to provide counseling to students, promote gender equity among students and also deal with related issues of safety and security of female students, staff and faculty. The college campus is secured with CCTV and high level security.

Environment Awareness:

The course "Environmental Studies" related to ecosystem, its balance and sustainability is an integral part of the curriculum of the Second Year.

The college organizes workshop/ seminars on Moral Values, Human Values, Professional Ethics, Ethical Values Gender Equality to make students aware of these issues.

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

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

1

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	No File Uploaded

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

00

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

1.4 - Feedback System

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

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

1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

568

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

568

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The college has been taking councious efforts to identify the learning levels of the students. The students are regularly monitored during the continuous eveluation that is implemented during the span of all semesters.The flexible component of the

continuous evluation allows teachers to check different components of learning like subject content, presentation skills, communication skills, research orientation and capabilities. The slow and advanced learners are categorized and special efforts are taken toenhance learning support for slow learners. The slow learners are constantly motivated by faculty members to pursue activities towards capacity building in the areas where they need more attention. Bridge and remedial sessions are conducted for such students from time to time to ensure that, they reach the optimum learning level as compared to their advanced fellow friends. Bridge courses have been a regular practise in language departments like English and other departments, where all students need to undertake collaborative learning The mentoring sessions which are extensively carried out by our teachers help in understanding their learning needs and based on that, guidance is provided. Workshops are conducted to address spoken English, Soft Skills and Communication Skills for the slow learners.

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

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

Number of Students	Number of Teachers
568	13

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

Experiential learning: The focus of experiential learning is education through first-hand experience that includes knowledge, Skills and experience acquired outside of the traditional academic classroom setting. The teachers are actively involved in and also encourage the experiential method of learning by way of Workshop, Seminars and symposia.Regular organisation of Hands-on training workshops, workshops in collaboration with Industry/Institutes and

other subject specific programmes are implemented.Training workshops for imparting skills and improving the employability of the students is always on the agenda of the college.

Industrial /Field Visits/Guest Lectures/Seminars

The institute practices the vestibule experiential method by organizing industrial visit for the students of B A and B Comthat gives the students an opportunity to interact with industry personnel and experience the work environment of the same. Interaction via Guest Lectures by eminent personalities (Industry or Academia) in respective fields. Organization of Interdisciplinary/Social / Emotional health themed Seminars and Guest lectures, Inspirational talks by prominent alumnae

1. Participative learning

Participative learning motivates/stimulates creativity and interest, encourages co learning and creates a learning ecosystem Students participate in Group discussions, Debates, role plays, Presentations, Committees, Departmental club activities, Poster /Oral presentations in Conferences, Cultural, social and sports events (National, State, District, College Level).

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

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

The effectiveness of the teaching and learning process depends on the available infrastructure, motivated and trained teachers and quest for knowledge among the students and teachers alike. The library is replete with latest editions of National and International reference books and subscriptions to journals and e-resources beneficial for both students and teachers. Almost all the classrooms are ICT enabled. The college encourages all teachers to undergo training programmes, to enhance their knowledge and use of ICT to deliver effective lectures through the use of PPTs, videos and animations, prepared by teachers or use of

resources available online. At the beginning of the year 2020, the teaching methodology changed completely and teachers had to shift entirely to the use of online platforms for teaching and evaluation.The resources are being utilized for data management, conduction of online exams and online classes respectively which were also streamed online. Google meet and Zoom platforms have also been used for online classes. Academic flexibility has provided a good platform for innovative methods of evaluation based on presentations, group discussions, video assignments, online quizzes, peer assessment, open book test etc. using ICT resources such as Google classroom, Google forms, Zoom meeting, etc.

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

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

2.3.3.1 - Number of mentors

43

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

14

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

2

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

290

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	No File Uploaded

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The academic calendar is planned and prepared before the beginning of every academic year,with suggestions given from Heads of Department, PG coordinator,IQAC coordinator, approved by the Principal and after approval by the CDC of the College, uploaded on the college website. For giving students enough time for preparation, appropriate gaps are maintained between successive internal tests by the respective teachers. Occasionally, some additional sudden internal tests are conducted for assessing students' regularity in studies. Question papers for internal exams are prepared according to the university pattern by individual faculty/faculty members teaching the same subject. Answer sheets are evaluated and the assessed answer sheets are shown to the students. Model answer paper is displayed and discussed with students. Grievances, if any, are resolved by the concerned teachers and Head of the Department (HoD). For assessment of students' seminars and projects, concerned teachers prepare a schedule of presentation of students in suitable time-slots in consultation with the HoD and the same is communicated well in advance to students.

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

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

Excluding for some occasional sudden tests, all internal evaluation is done through unit tests by following a pre-declared schedule so that students get enough time for preparation. In case some students are unable to attend the internal test due to unavoidable reasons and convey it to the teacher, separate evaluation is arranged for them. Appropriate time gaps are maintained between successive internal tests by the respective teachers. Results of internal tests are declared within time and students are shown their assessed answer sheets for getting an idea of their performance and maintaining the transparency of the marks assigned. There is a three tier mechanism for Grievances redressal regarding internal evaluation. Grievances are resolved by the concerned teacher. If any discrepancy is found in the total of marks or marks given for answer of any question, that is resolved; otherwise, the students are given explanation about their concern. If students are still not satisfied, they have the option of approaching Head of the Department who, in consultation

with the concerned teacher, tries to resolve the matter.

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

2.6 - Student Performance and Learning Outcomes

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

Our college is affiliated to Sant Gadge Baba Amravati University, Amravati and offers UG & PG programmes in faculties of Arts and Commerce, only. The curricula of these programmes and all compulsory as well as optional courses under these programmes are designed by affiliating university.The outcomes of each programme and outcomes of every course under each programme are stated clearly by the University while framing the curricula.The college displays these programme outcomes and course outcomes on its website as ready reference for its stakeholders, in particular for students and teachers. Each Department maintains programme outcomes of each UG and/ or PG programme it offers along with the outcomes of all the courses under such programmes in separate files. Whenever there is a change in curriculum by the affiliating university, the specific course outcomes change and accordingly the respective teachers are communicated about the changes in outcomes. At the very beginning of the teaching of any course, teachers make the students aware of intended outcomes. During the course of study, whenever a particular outcome is achieved, students are reminded about its attainment.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all Programmes (exemplars from Glossary)	**No File Uploaded**

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

Since the college is affiliated to ,Sant Gadge Baba Amravati University, Amravati the UG & PG programmes that it offers follow the curricula designed by the affiliating university. The

university has designed these curricula stating Programme outcomes (POs) and respective Course Outcomes(COs), which are made available to stakeholders of the college through the website and maintained systematically in each department. Teachers make the students realize attainment of respective outcomes after those parts in the curricula are completely covered. True attainments come in when students grasp the concepts and implement them properly. To evaluate this, teachers keep interacting with students regularly, by which they can judge students' individual progress. Performance of students in internal and university examinations is constantly monitored and analyzed. Feedback of stakeholders serves as crucial input in determining the extent of attainment of POs, PSOs and COs. In addition to this, after the students pass out by completing a program, their progression to higher studies and their placements are the two main parameters which help in evaluating the attainment of programme outcomes and course outcomes.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

179

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

Nil

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

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

3.1.2.1 - Number of teachers recognized as research guides

2

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

00

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

3.2 - Innovation Ecosystem

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

Although the college does not have any defined ecosystem from any statutory body but it has developed a spirit of compassion for various outreach programmes for creation and transfer of knowledge.The College provides conducive environment for research and innovations.

Research Committee:

We formulated a Research committee to facilitate and monitor research activities in the college. The committee facilitates and provides necessary guidance to the faculty in submitting research proposals.The college has its own research policy.

Career Guidance Cell:

The Career Guidance Cell of College was established for collaborative activities in areas of training and research and to arrange field/industrial visits and campus interviews. Activities Envisaged 1. To provide common facilities to incubate viz. office support, equipment support and technology support. 2. To give Training, counsel, guide and mentor for setting up of the research and innovation and for start ups. 3. To provide support in documentation, publication and patenting of innovations. 4. To provide training by experts for marketing the products developed.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	://srmmnes.com/pdf/criteria_3.1.1.pdf

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

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

1

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

3.3 - Research Publications and Awards

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

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

2

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	**No File Uploaded**

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

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

12

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

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

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

00

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

3.4 - Extension Activities

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

This institutepromotes regular engagement of faculty, students, and staff with the neighbourhood community for their holistic development and sustained community development through various activities. The NSS unit of the college takes part in various initiatives like- Swachh Bharat initiatives,awareness programmes on AIDS prevention,cleanliness, green environment and tree plantation, gender sensitization, women's empowerment, etc. Celebration of events like Vigilance Awareness Campaign: Freedom from Corruption,National Constitution Day, International Yoga Day, National Voters Day Oath, etc., engage the large participation of students in collaboration with other agencies/ NGOs to spread awareness. Exposure to extension and outreach activities sensitizes the students towards social issues and also to legal and social remedies. The activities conducted lead to inculcating the values of social responsibility towards helping people in need and distress, promoting cleanliness in all spheres of life and common places, acquiring social values and a deep interest in environmental related issues, acquiring environmental consciousness and encouraging the community to initiate steps in

this regard, developing a passion and brotherhood towards
community. All such activities connect students with the larger
social issues in the community, make them socially responsible and
sensitive, improve students' community relationships, leadership
skills, and self-confidence, thus facilitating their holistic
development.

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

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

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

00

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

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

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

00

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	**No File Uploaded**

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

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

00

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

3.5 - Collaboration

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

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

00

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

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

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

`00`

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	**No File Uploaded**

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The Institution has adequate facilities for the purpose of teaching and learning. The facilities include classrooms and well equipped laboratories. The Institution has an air conditioned meeting hall, auditorium, computer systems-many of which are connected with internet, play ground, indoor hall, Girl's common room,Girl's toilets, staff cabins, staff toilets, and well equipped administrative block with parking facility. Institution has an automated central library with reference books and text books, e-books, journals,periodicals,Xerox machine and a reading room. Most the departments have been provided with computer linked with high speed internet that enable preparation of educational materials such as PowerPoint presentations and Video lectures which can be viewed through platforms like Cisco webex, Google class rooms, Google meet, Zoom meetand YouTube.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

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

Our college has many facilities to support physical and recreational activities for students as well as staff . These include facilities for indoor and outdoor sports which provide students and staff, a refreshing break from their monotonous routine. The Institution has outdoor sports facilities which include a ground as per the minimum specified requirement by statutory bodies where students routinely play games like -Tennis, Badminton, Boxing and Cricket. Both students and staff actively participate in various sports competitions organized throughout the year.There is an indoor hall for Tabel Tennis in the premises. It is used for indoor sports, where students enjoy indoor games such as Table-tennis, Carom and Chess etc. The Institution has an auditorium.It is utilized for various academic activities such as conferences, seminars and symposia of regional, state, and national level. The Institution has many Music laboratories which are used to perform the musical activities. The auditorium hall is utilized for cultural activities like Annual Social gathering and Fresher's event activities, extra-curricular activities like Debate and Quiz competitions. The auditorium witnesses various educational street plays for students

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

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

4

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://srmmnes.com/pdf/Criteria_4.1.3.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

`475392`

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template	**No File Uploaded**

4.2 - Library as a Learning Resource

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

We have a rich library at our college. It has Text Book Section, Reference Section, Bounded Volume Stack Section, Periodicals Section,and Reading Room etc.The l Library of the college is a proud resource which manages knowledge, both in print and digital format. It provides pleasant ambiance for both collaborative work and study. It offers a range of services Membership, Circulation, Reading Room and OPAC facility etc.As a true information resource centre, the Library has around 8100books, Non-Book materials,Nationalprint Journals,Periodicals,News papersand online subscription ofe-Shodh Sindhu consortium operated N-LIST digital online e-resources programmme for various disciplines. Under this N-LIST Program users can access to 6000 electronic journals and 1,99,500+ and 6,00,000 e-books under NDL areavailable through annual subscription.The books are arranged in the shelves from 000.00 to 999.99 as per Dewey Decimal Classification (DDC) from top to bottom towards right. Library is providing links to various open source journals. The authorized users can directly access the e-resources freely within campus & off campus.The Digital Library section has 4PCs to access the OPAC.The Library is partiallyautomated with 'LIBSOFT'2.0'The software consists of modules on acquisition, cataloguing, circulation, serial control, utilities and OPAC.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources → B. Any 3 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

00

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

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

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

37

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File]()

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college makes conscious efforts to provide technology assistance for students to help them learn better. The institution has a computer Lab with a good number of computers in it. 1. Every department has adequate computers.

2. The campus is internet connected. Available bandwidth of internet connections in 10 mbps. Internet connections are provided in most of the departments, seminar halls, smart class rooms and class rooms with LCD.

3. The library is digital with internet connectivity. Students and teachers have access to e-journals. Periodic maintenance of the internet facility is made regularly as per need.

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

4.3.2 - Number of Computers

72

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	[View File]()

4.3.3 - Bandwidth of internet connection in the Institution	**C.10 - 30MBPS**

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

4.4 - Maintenance of Campus Infrastructure

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

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

475392

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	**No File Uploaded**

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college has a well established system and procedure for maintenance and utilization of available supporting facilities under the supervision of the principal.College ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities. Information is collected pertaining to requirements of each and every department through the principal and attempts to fulfil the same at the earliest. We ensure the maintenance of the infrastructure such as furniture and fixtures. There are funds ear-marked for maintenance, upkeep and minor repairs. The ICT tools are also maintained.The old books and journals are preserved by the process of dehumidification and ensured that they are bound under the supervision of librarian. The campus facilities for sports are maintained by the sports committee. The college utilizes the solar energy vwhich is one of the green initiatives.In summary, the purchase committee and other concerned committees look after all

**the facilities ranging from furniture to fire safety and
electrical to electronic devices, building maintenance, etc.under
the supervision of the principal of the institution.**

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

607

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

00

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**A. All of the above**

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

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

00

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

00

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	**No File Uploaded**

5.1.5 - The Institution has a transparent mechanism for timely redressal of student	**A. All of the above**

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

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

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

64

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

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

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

00

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

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

1

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

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

The Institution has various associations and forums in the disciplines of Arts and Commercefacilitating student's representation and engagement in various administrative, co-curricular and extra-curricular activities. Student representation is seen in all the Associations and Committees. The associations English Language and Literary Forum, Hindi Study Forum, Marathi Vangmaya Mandal, Commerce Association, etcprovide facility of presentation and engagement of the students in various Cocurricular activities. Economics Study Forum, History Study Forum, MusicStudy Forum, Home Economics Study Forum,organize guest lectures and co-curricular programs for the students. In the COVID 19 situation these Study Forums could not contribute as expected.A dialogue with the young Entrepreneurs, Introduction to Literature, Remembering Mahatma Gandhi, introduction to the, Remebering Babasaheb Ambedkar, The Leadership of Shivaji Maharaj,and other such activities are executed under thoseForums. "Dnyansaurabh"the college magazine encourages the students and teachers to pen on their thoughts on various Social, Cultural, Literary and political issues.Competitive Exams Guidance Cell helpsthe students to face the competitive challenges of the society with confidence. IQAC alongwith NSS implements many Cleanliness Drives in the college premises as well as at the adpoted village.

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

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

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

`00`

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	**No File Uploaded**

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The Alumni Association of the College, a registered body in 2002, under Bombay Societies Act, 1950, is very active in support services providing to the students.The Alumnae of the College isinvolved in different walks of life at different levels in social work, administration, education, literature, industries, business and culture.The objective behind the establishment of AlumnaAssociation is to develop and to maintain long term relationship with the alumnae working in different fields. Smt Surajdevi Ramchand Mohata Mahila Mahavidyalaya Alumna Association has contributed immensely to the development of college students and the academic endeavors of the college. The various alumnae are invited by different departments of the college for the guest lectures and to give the knowledge of industries, National Laboratories and the new development in the various fields to the college students, regularly.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs) | **E. <1Lakhs** |

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The institution very strictly adheres with the Vision and Mission statement to execute the strategic and perspective plans. It follows a democratic and participatory mode of governance with all stakeholders participating actively in its administration. The Governing Body delegates authority to the Secretary and Principal who, in turn share it with the different levels of functionaries in the college. The Heads of Departments, the Office Superintendent, Head Clerk the Chairmen of various committees and cells, IQAC Coordinator along with the staff representatives on decision-making bodies play a vital role in determining the institutional policies and executing.

The institution has a Perspective Plan in place to help it develop in a systematic, well-thought-out, and phased manner.

Strategic Plan 1. Application for grants from government and non-government sources. 2. Renovations to revive the ageing infrastructure.

3 .Improvement of the Scope and Profile of the Teaching-Learning Experience through greater use of ICT.

4 . Application for Post-Graduate Courses

- **Participation of Teachers in Decision-Making Bodies.**

Teachers play an important role in implementing the vision and mission of the college and to that end play a proactive part in the decision-making process. Heads of Departments enjoy considerable administrative and academic autonomy in running their disciplinary units.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

Decentralization and participative management is functional on college campus. The college administration is committee oriented as well as transparent and decentralized. The IQAC in consultation with the Principal plans academic activities in the beginning of the academic year and monitors the activities of the College in order to sustain the quality of Higher Education. The organization of various curricular, co-curricular, extra-curricular activities of the College is undertaken through various Committees. There are manyForums functional on college campus. The institution practices decentralization and participatory management in keeping with its collective leadership in the democratic way.A particular reflection of this practice may be seen in the extensive involvements of the Students, Teachers, Heads of the various Departments in the college, College Development Committee members, Librarian, Management members , Principal etc.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution prepared a strategic plan to fulfill infrastructural needs of the college, for academic development, extra curricular activities, Sports and Cultural activities for defining the target of the academic development of college.These

targets have been set with extensive consultation with all staff members, alumnae,and Management.

Perspective plan of the college are: -

1. Improvement of the Scope and Profile of the Teaching-Learning Experience through greater use of ICT and innovative means.
2. Adding new courses.
3. Increasing Professional, cultural and Cocurricular activities by Organizing the expert lectures.
4. Arranging industrial visits for the students to enhance the interaction with industry
5. Organizing social programs through NSS unit for students' development and Society development.
6. Covid19 Awareness programs.
7. Improvement of the Scope and Profile of the Teaching-Learning

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The governing body consists of Management Committee and College Development Committee. The Management Committee comprises of President, Vice-President, Secretary, Joint -Secretary, Treasurer, and Members.The Principal is an ex-officio member of this committee. The College Development Committee which consists of Principal,IQAC Coordinator,3 Teacher Representatives and ,1 Non-Teaching Staff Representative.Management representativeis active on the campus for overall development of the college. Administration: The principal is vested with the responsibility of day-to-day functioning of the college. She has her team of the IQAC Coordinator, Departmental Heads, the Staff Secretary, the the O.S.,the Accountant along with committee members to assist her in herwork. Appointment and service rules, procedures: The recruitment rules for the teaching staff are as per the UGC and Government of Maharashtra Norms.The eligibility criteria for

teaching staff is prescribed by the UGC; that for the non-teaching staff is as per Government of Maharashtra norms. Service rules and procedures are guided by the State Government policies, Sant Gadge Baba Amaravati University, Amaravati, statutes.The promotional policies for teachers are according to UGC and State government rules and those for non teaching staff are according to the State Government norms.

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

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

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

6.3 - Faculty Empowerment Strategies

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

This college has welfare measures for both teaching and non teaching staff. Welfare measures for Teaching Staff:

- Option to join Group Insurance.
- Help with facilitation of bank loans.
- Prompt facilitation of Provident Fund loans.
- Credit Co-operative Society,
- Medical reimbursement

- **Study leave**

Welfare measures for Non-Teaching Staff:

- **Membership of Group Insurance**

  - **Prompt facilitation of Provident Fund loans.**
  - **Help with facilitation of bank loans**
  - **Credit Co-operative Society,**
  - **Medical reimbursement**

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

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

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

00

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

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

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

00

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

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

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

3

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

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

Our college has an effective Performance Based Appraisal System for teaching and non-teaching staff. Performance appraisal system is implemented as per the guidelines given by UGC,State Government and the parent university. The appraisal report of the faculty is

submitted to the Principal through the respective Heads of the Departments, duly verified by IQAC. API forms are given to faculty every year and those API forms are filled in by all the teachers.The IQAC of the college encouraged its faculty to fill in the PBAS forms.The Confidential reports of the Non- teaching duly signed by the Principal, are annually maintained in the office.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The accounts of the College are audited regularly as per the Government rules. An internal auditor audits the accounts of the institution every month. The internal auditor checks receipts with fee receipts and payments with vouchers and necessary supporting documents.He also ensures that all payments are duly authorized. The external auditor conducts statutory audit at the end of the financial year.The institute conducts external financial audit every year during the month of March. The external auditis done by a professional chartered accountant M/s Umesh Agraval and Associates, Khamgaon.External audit is also done by visiting committees like AG office, Nagpur, University Committee etc.

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

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

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

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

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

The funds received from the government and other bodies are firstly planned to distribute within the college by the Management, Secretary, Treasurer, Members and the Principal. The sanctioned funds are utilized through the Principal. The College has a very effective mechanism to monitor effective use of financial resources. Expenses are first sanctioned by the Management. The Principal of the College ensures that expenses are incurred for the purpose of implementing institutional plans. For any requirement with respect to the equipment or other major items, requisition is submitted tothe Principal. Tenders are invited from various suppliers. Their quotations are evaluated, comparative statement is prepared, suppliers are called for personal discussion and after comparing all aspects from various suppliers, orders are placed. This ensures that the right equipment is purchased at the most competitive price. Further, the accounts of the institution are subject to audits, both internal and external. Internal audit is conducted every month and discrepancy,if any, is brought to the notice of the Principal. Further, budget is prepared at the beginning of the financial year and actual expenses incurred during the year are compared with the budget and any major variation is discussed by the Principal with the concerned authority.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC has consistently striven to institutionalize quality assurance strategies and processes at every level of the institution's functioning. From devising strategies to improve the teaching-learning process through increased use of ICT, expanding the scope of the library, transforming it into a multivalent knowledge portal and signing MoUs with otherinstitutes to redefining the boundaries of a vitalizing, meaningful and holistic education;the IQAC has been a proactive player in the overall benchmarking process. The IQAC has regularly convened meetings; it has submitted the AQARs to NAAC in a timely manner; it has collected feedback in appropriate forms from different stakeholder categories, analysed the same and used it for qualityimprovement; it has organized many number of Academic activitiesand has initiated follow-up action as per the suggestions and recommendations of the eminent evaluators.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Example1. Teaching and learning:- The teaching learning schedule is in line withthe academic calendar of the affiliating university. IQAC of the college prepares its own Academic Calendar for the entire college incorporating curricular, Co-curricular and Extra-curricular activities of the college. Every department prepares academic calendar planning the academic activities of the department. Timetable is prepared by the Time-Table committee of the college.The Head of the Department distributes the papers to the colleagues in the Department according to their spcializations; the timetable and the papers to be dealt with are decided in the departmental meetings. Teaching plans are made in the beginning of the academic year. The record of teaching learning is maintained by the teachers.The college has an effective system of student evaluation through which a meaningful teaching and learning is assured including ICT based teaching and Remedial coaching. Hundred percent online teaching learning and evaluation was executed by the faculty during Covid lockdown situation during the academic year 2020-21through the virtual platforms like Zoom, Google Meet, Google Classroom etc.As all

teachers in the college were using online platform for teaching using online platforms, they have developed their own e-contents in the form of text files, power point presentations,etc. .

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college has a Women Redressal Cell and A Committee against Sexual Harassment to redress the issues of female staff members as well as Students. However, ours being a woman's college harassment cases are not found; andif any, the committee with consultation of the principal resolves the issues.Every year, programmes related to gender equity are being executed, but this year due to the Covid 19 pandemic, programmes in numberwere less.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college campus is cleaned regularly under the supervision of the Waste Management Committee and all the biodegradable solid waste (plant parts and paper) is collected and is put in the dustbins so as to destroy it. 1)Energy management is done on the campus by the replacement of conventional lights with LEDs, the energy bill of approximately Rs. 8 lac is reduced today to around Rs. 1 lac by using the 2)Non-conventional and more advanced Solar energy generation system has beeninstalled onj the top of the college building Electronics of the college. 6) Electronic waste (e-waste) management is periodically done by the college through tenders invited from the agencies from time to time. 1.Solidwaste management 2.Liquid waste management 3.E-waste management

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus — B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

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

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the — E. None of the above

following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**B. Any 3 of the above**

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

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

Keeping in mind the social commitment, the NSS of the College is

evermore on the forefront to help the society at all times.Our students and staff strive to help for the development and progress of nearby villages by undertaking novel initiatives through the NSS Activities. All the Departments in consultation with the IQAC of the college observes the Birth and Death anniversaries of National heros like- Dr. Babasaheb Ambedkar, Annabhau Sathe, Mahatma Phule, Savitribai Phule, Chatrapati Shivaji Maharaj, Sant Gadge Baba, and Swami Vivekanand by organizing Competitions for the students and Guest lectures by eminent Personalities. IQAC and Department of Physical Education & Sports of the college celebrate International Yoga day every year. A One Day National "Webinar on Welness" was organized on 21July2020.Dr Rajesh Chandrawanshi of RLT College Akola, Dr Arti Dharaskar, Director Indrayani Speciality Hospital Nagpur and Dr Sadhana Shiledar from Nagpur had addressed the gathering. Apart from this the Know Yourself Committee organizes many such society oriented programmes.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

The College has a course on Human Rights offered by the Department of History. A total of 30 students were enrolled for this course. The Department Of Hindi commenced the course on Kabir's Dohe.The College also organizes lectures on varied subjects like Politics, Education, Law, Science, Environment,Womenn Empowerment, and Health and Wellbeing. Lectures on the National Leaders like- Mahatma Gandhi,Sant Gadge Baba, Swami Vivekanand, Dr.B.R.Ambedkar, Chatrapti Shivaji Maharaj, etc.are organized. These guest lectures focus on the social, political and humanitarian virtues of these Statesmen. The lectures highlight human values and virtues like equality, religious harmony, tolerance, scientific temper, social responsibility, constitutional obligations, peaceful co-existence and citizenship.

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

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

A. All of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Smt Surajdevi Ramchand Mohata Mahila Mahavidyalaya Khamgaonorganizes lectures on the occasions of birth anniversaries of prominent historical figures like Mahatma Gandhi, Sant Gadge Baba, Dr.B.R.Ambedkar, Savitribai Phule, Swami Vivekanand, Chatrapti Shivaji Maharaj, etc. Besides this International Women's Day, and other days of importance are being celebrated. Guest lectures by eminent speakers and competitions for students are organized on these days.

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

7.2 - Best Practices

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

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Best Practice:-

Savitribai Phule Child Adoption Scheme

The institution has floated the scheme for its students i,e
Savitribai Phule Child Adoption Scheme the prime object of this
scheme is to offer the poor students the college uniform and
books.

The Context:- This Scheme is applicable only for the students who
are on roll at the college

Practice 2:-

Title of the Practice:- Book Bank Facility The objective of this
facility is to provide books free of charge to the economically
weaker students.Our college library runs this practice.

Problems Encountered:-

As far as the problems for this scheme are concerned, as the
number of the students is getting increased year by year the
copies of the books are less in the supply and demand ratio.

Competitive Exams and Career Guidance Cell:-

The best practice Competitive Exams and Career Guidance Cell has
been established in the Academic Year 2011-12. Many of the
students are running after the competitive exams in comparison
with the traditional PG Courses as it is a ready for job
education.
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Objectives of the Scheme:- For making awareness about competitive Exams in the students and making them prepare for the competitive Exams.

The Context:- The on roll as well as ex students of the college cant get benefit of the scheme.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

CM Relief Fund: The teaching and non teaching staff of Smt. Surajdevi Ramchand Mohata Mahila Mahavidyalaya Khamgaondonated one day's salary during 2020 and two day salary during 2021 for the CM relief fund to help the Covid-19 patients in Maharashtra.

Non-conventional and more advanced Solar energy systems is installed on the roof of the college.

Emphasis on Sports and Research Activities :- The institution has been paying aspecial attention tothe Games and Sports activities for the college students and the Research Activities of the teachers. As a women'scollege it is our axis that female students should be brought to light in terms of the sports activities.

The Research and Development Department of the college is getting stronger day by day. At present there are 4 Research centres at the college which are spreading the research values and awareness among the research Scholars. We have research centres in the subjects- History, Home Economics, Economics and Music. All the above research centres are well connected with computers and Internet connectivity.

Music : The subject Music, of the college is one of the significant subjects that offers a platform to get job and business for the students. Many students opt for this subject as

it gives opportunities to the students to float their own music classes and music albums. Thus, this is also one of the distinctive features of the college.

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

7.3.2 - Plan of action for the next academic year

The collge aims at executing the following plans:

1) To conduct Environment audit, Energy audit, Green Audit of the College. 2. Organize Academic and Administrative audit by the parent University. 3. Use the software for data and document management of the College by IQAC. 4. ISO Certification of the institute. 5. Enter into MoUs with industries and/or NGOs. 6. Strengthen linkages of the departments with other Higher Education Institutes. 7. Provision for a separate fund to support quality digital content created by the teachers. 9. Initiate to bring PG courses on the campus 10. To implement online faculty data management system.