



YEARLY STATUS REPORT - 2021-2022

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		srmmsnes@gmail.com
• Alternate e-mail		srmms315iqac@gmail.com
• Address		Balaji Plot, Near A K National High School
• City/Town		Khamgaon
• State/UT		Maharashtra
• Pin Code		444303
2.Institutional status		
• Affiliated /Constituent		Affiliated
• Type of Institution		Women
• Location		Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Sant Gadge Baba Amaravati University Amaravati				
• Name of the IQAC Coordinator	Dr. Rajendra Vithal Waghmare				
• Phone No.	8806666367				
• Alternate phone No.	7666065917				
• Mobile	7666065917				
• 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://srmm-nes.com/wp-content/uploads/2023/02/AQAR-2020-21.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://srmm-nes.com/wp-content/uploads/2023/02/Academic-calender-2021-22-1.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	B+	2.51	2019	15/11/2019	14/11/2024
Cycle 2	B	2.35	2013	15/01/2013	04/01/2018
Cycle 1	B+	75.10	2004	03/05/2004	02/05/2009
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	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest			Yes		

NAAC guidelines		
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File	
9.No. of IQAC meetings held during the year	4	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
Organized Alumna Meet on 22 May 2022		
As per the directions given by the parent university, the institution organized Convocation programme on 30 July 2021		
A State Level webinar on Blended Mode of Teaching and Learning: Pros and Cons on 28 October 2021		
Covid -19 Vaccination camp was organized on 29 October 2021 at the college		
State Level Webinar on the topic Gender Discrimination: Issues in Indian Society was organized on 29 January 2022		
Taluka Level Competitive Exam,"Khamgaon Talent Search Exam" was conducted on 28-4-2022 to 30-4-2022		
A One Day Workshop on Stress Management was organized on 25-4-2022		
A Lecture on Intellectual Property Right was organized on 13-12-2021		
A Marathi Bhasha Conservation Week has been observed and implemented many linguistic activities		

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. • Smooth implementation of Academic sessions • Uniform organization of Co-curricular and Extracurricular activities • Well planned organization of Webinars without disturbing the teaching Schedules
To restructure the committees on the campus	There are all total 35 committees in the college. 8 forums active on the campus during 2021-22. Decentralized work culture • Effective execution of curricular, co-curricular and extra-curricular activities on the campus
To introduce Add-on Programmes and Value Added Programmes	IQAC initiated the introduction of 02 Value added programmes by the Deot. of Marathi and Hindi. the Department of English commenced the add on course on Communicative English. The Add-on and Value added Programs offered on the campus are: Career Oriented Courses: • Fashion Designing, • Functional English • Aerobics, • Light Music, • Travel and Tourism, • E-Commerce, • and Banking.
Feedback processes from the stake holders	The feedback opinions were taken from students, Parents, Alumnae. The feedback is on the institution, Course Evaluation, Teacher Evaluation and the Facilities offered to

	students during the academic year
Degree Distribution Programme	Since the parent university directed all the affiliated colleges to organize the Degree Distribution programme, our college organized this programme.
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
CDC	07/12/2022
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2022	29/12/2022
15. Multidisciplinary / interdisciplinary	
<p>The Vision of National Education Policy, to provide high quality education to develop human resources in our nation as global citizens, is well taken by the institution. A discussion among the faculty members was initiated on the key principles of NEP. The college intends to organize a webinar on NEP 2020 in the coming academic year.</p>	
16. Academic bank of credits (ABC):	
<p>Since the parent university planning to introduce the ABC most probably in the forthcoming academic year, so the college will certainly follow the system. The college will make use of digilocker and may preserve the credits of the students.</p>	
17. Skill development:	
<p>The college is already conducting the skill courses as designed by affiliating university from Semester I to 6 in all UG programs of Humanities and Commerce. The institution offers the following courses to the students of all disciplines on the campus, along with the</p>	

regular under graduation: 07 Career Oriented Courses: Functional English, Fashion Designing, Aerobics, Light Music, Travel and Tourism, e-Commerce and Banking. 4 Add-on Programs: Sant Tukaram Vyakti aani Vichar, Human Rights, Basic Music and Moral Values in the Dohas of Saint Kabir, etc,

The focus is towards integrated knowledge acquisition and upgrading human skill towards creating a new league of employable youth. The COC programs offer multiple entry and exit options to students where each exit point is linked to a specific job role; Students who successfully complete the Certificate of the programme will be eligible for Diploma and those who complete the Diploma are eligible for Advanced Diploma. Students also are free to do many Certificate Courses, one each year.

Offering Certificate courses are good practices of the institution pertaining to the Skill development in view of NEP 2020.

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

The institution encourages learning of national language of Hindi and the local language of Marathi. We offer under graduate programmes like Marathi Literature and Hindi Literature. The subjects of Humanities and Commerce are offered in Marathi medium also to promote Indian languages and for the ease in understanding the subject for the students.

1. Programs including webinars and seminars are offered to encourage the regional language Marathi and Hindi learners.
2. Extra-Curricular and Co-Curricular activities for the students are organized in Marathi and Hindi to understand the cultural values permeated by the literary works in Marathi and Hindi.
3. All faculties are well trained to provide the classroom delivery in bilingual mode (English and vernacular)
4. Swami Vivekanand Study Forum organizes lectures and webinars related to the Knowledge systems of spiritualism.
5. Field trips to local heritage sites/Forts are organized to value their culture and traditions and to create awareness amongst students.

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

Ours, being a grantable single faculty college runs 2 UG programmes, 1 PG programme and 4 Research programmes on its campus. All these programs are offered as outcomes-based education (OBE) which are designed keeping in mind the regional and

global requirements. The institution has implemented outcome-based education with clearly stated Programme Outcomes, Programme Specific Outcomes and Course Outcomes of the affiliating University. All courses are designed with outcome centered on Bloom's Taxonomy's cognitive abilities namely Remembering, Understanding, Applying, Analyzing, Evaluating and Creating. Apart from the domain-specific skills, learning outcomes at all levels ensure social responsiveness and ethics, as well as entrepreneurial skills so that students contribute proactively to economic, environmental and social well-being of the nation. The Course Objectives (COs) are also aligned to the PO-PSO philosophy. All course syllabus have been designed with due consideration to macro-economic and social needs at large so as to apply the spirit of NEP 2020.

20. Distance education/online education:

Due to Covid -19 pandemic, educational institutions in the country have got increasingly involved in using the digital platforms for engaging classes, conducting conferences and meetings. The institution is already prepared, especially during COVID-19 pandemic situation, 100% teaching learning process through different online modes like Google classrooms, Zoom, Google Meet, WhatsApp etc. In post COVID-19 pandemic situation, the teaching is both online and offline, thus helping the students to study e-content for all subjects of all semesters. Opening up of the economy including that of educational institutions has paved the way of adopting hybrid mode of education called as 'PHYGITAL' combining online and offline resources. This can be considered as the new normal, which is envisaged in New Education Policy as well. Due to the experience gained during the closure period of Covid-19, access to online resources by educators and students will not be a constraint anymore.

The college has an e-content policy. The faculty is motivated to develop e-content.

Extended Profile

1. Programme

1.1 47

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

File Description	Documents
Data Template	View File

2.Student

2.1 706

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 562

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

File Description	Documents
Data Template	View File

2.3 211

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 14

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 17

Number of sanctioned posts during the year

Extended Profile

1.Programme

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

File Description	Documents
Data Template	View File

2.Student

2.1	706
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	562
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	211
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	14
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	17
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	14
Total number of Classrooms and Seminar halls	
4.2	648276
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	72
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

IQAC plans the academic calendar of the year and informs the central time table committee to prepare a schedule, which is displayed on the notice board. Every Department prepares its academic calendar accordingly for organizing curricular, co-curricular and extra curricular activities for the students throughout the year. Institution runs various UG and a PG programme designed by the University for which we follow the curriculum designed by Board of Studies and approved by the Academic Council of the university. Certificates, Value added and Add-on programs, designed by our own faculty members focusing employability and entrepreneurship development. Bridge courses in English language and literature are offered to the degree first year students. The teaching plans are recorded in Daily Teaching Report (DTR) which contains information such as Personal timetable, Academic planning, daily teaching details, which is monitored by higher authorities. To complement ICT based teaching learning process; teachers have been encouraged to make use of the ICT

tools in their daily teaching learning process. Thus, by optimum utilization of available infrastructure, entire curriculum delivery is very well planned, effectively implemented, and properly documented by all the faculty members.

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 institution has its own Academic Calendar prepared by IQAC and Principal, in consultation with HoDs, prior to the commencement of the forthcoming year. In the beginning of the academic session, the students are made acquainted with the academic calendar and same is displayed on notice boards. The activities in the academic calendar include:

Semester commencement date Regular Working days Test / Exam days
Department staff meeting Remedial classes/extra classes Field visits/Study tours Pre-semester examination Tentative date of university practical and theory exams. etc.

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

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

B. Any 3 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	No File Uploaded
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)

13

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

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

453

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

Subjects like Languages, Literature, History, Home Economics, Music and Economics provide free environment for inculcating values and developing ethical competence among the students. Value Added Courses like, Human Values in the poetry of Tulsidas and Vyaktitva and Kavita in the poetry of saint Tukaram, Human Rights, Yoga & Health are offered for developing Moral values and Human values among students. Celebrating days of National and International importance to nurture the moral, ethical and social values in the students. Cells like Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013 / Gender Sensitivity Cell, Internal Complaints Committee and Grievance Redressal Cell 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. Campus is secured with CCTV and high level security.

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

6

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

B. Any 3 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		A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents	
Upload any additional information	No File Uploaded	
URL for feedback report	http://srmm-nes.com/wp-content/uploads/2023/02/Feedback-2020-21.pdf	
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		
706		
File Description	Documents	
Any additional information	No File Uploaded	
Institutional data in prescribed format	View File	
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)		
2.1.2.1 - Number of actual students admitted from the reserved categories during the year		
562		
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		
Our college evaluates the learning levels of the students and identifies them as slow and advanced learners. The teachers of the		

respective classes of UG and PG identify and classify the student test performances and extend the due support to both slow and advanced learners. Mentor- Mentee scheme is in place for helping both learners. The identified slow learners are offered remedial coaching sessions and tutorial sessions to raise their understanding level. Explanation sessions after class hours help clearing many of their doubts. Suitable reference books are suggested for giving them a good foundation. Their group study with the help of the advanced learners is encouraged. Special and personal counseling is undertaken by teachers as mentors. Bilingual explanations are offered to students who require it. Add-on courses are offered to them. Apart from this, the advanced learners are encouraged to enroll in MOOC courses and advanced add-on courses, etc. They are guided for various entrance examinations. Seminars of advanced learners connect them with slow learners. Additional advanced study material is provided to them.

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
706	14

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

This institute undertakes activities like field visits, tours, workshops, exhibitions through which students get opportunity of experiential learning. The techniques of group discussions, debates are for collaborative learning. To promote use of technology, online teaching is used involving tools like Google Classroom, google meet, You Tube etc. Access of e-resources of N-LIST is made available to students. Activities like assignments, seminars, project writing, quizzes, writing articles,

poetry recitation, powerpoint presentations and model making are undertaken so as to inculcate the values of research culture. Various Departments have student forums and associations offering a platform to the students to actively learn, enhance and present their skills. The college organizes co-curricular, extra-curricular activities, sports and cultural events which are helpful to students for all-round personality development. To imbibe patriotic and social values among students various Days like Teachers Day, Independence Day, Maharashtra Day, and Anniversaries of national and social heroes are celebrated. The students of our college have been taking keen interest in such activities with great zeal and enthusiasm.

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

Almost all the teachers of this college use ICT enabled tools to make teaching learning process more effective and interesting. There are 4 ICT enabled classrooms on campus which are used for both UG and PG Classes for effective teaching. In these classrooms, smart boards are installed, LCD projectors are mounted and internet connectivity is provided round the clock. The Department of English has a Language Laboratory where languages are taught by use of software. The college has subscribed to N-List (E-Journals E-Books online database), which is a rich source of latest information and advancements to both teachers and students. During COVID Pandemic period of Academic Year 2021-22, all the teachers of the college have extensively used online teaching mode. Learning Management Systems (LMS) like Google Classroom, Google Meet, Zoom were used by the teachers.

File Description	Documents
Upload any additional information	No File Uploaded
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****23**

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	View File

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****00**

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)	No File Uploaded

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

304

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

2.5 - Evaluation Process and Reforms

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

As far as the Internal Assessment mechanism is concerned, the college gives Unit tests,assignments and Seminar presentations to the Students.AcademicCalendar is prepared at the beginning of each academic year and is made available to the students. By this students know tentative dates of class tests and unit tests well in advance and can plan for these accordingly. For giving students enough time for preparation, appropriate gaps are maintained between successive exams. Question papers for internal exams are prepared according to the university pattern. Answer sheets are evaluated shown to the students. In-class discussion of expected answers is undertaken after the test for improvement of students' performance. Model answer paper is displayed & discussed with students. Grievances,if any, are resolved by the concerned teachers and 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.

During COVID Pandemic period of Academic Year 2021-22, internal examinations were conducted by all Departments in online mode also using different platforms like Google Forms, etc.

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

Except 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 such students. 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 answersheets 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 respective Department who, in consultation with the concerned teacher, tries to resolve the matter. Despite this, if there are some issues that students feel are unaddressed, there is the Internal Complaints Committee to take care of such matters

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.

The college is affiliated to Sant Gadge Baba Amaravati University

Amaravati and offers UG & PG programmes in faculties of Humanities, Languages, and Commerce. The curricula of these programmes and all compulsory & 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.

As the college is affiliated to Sant Gadge Baba Amaravati University Amaravati, 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 Stake holders 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 programme, 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

83

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)

<http://srmm-nes.com/wp-content/uploads/2023/02/sss2122-SRMM.docx>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

0

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

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

0

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

The college offers a conducive environment for promotion of

research, Innovation and Incubation. Students are encouraged to actively involve in the application of Technology for societal needs. Necessary support is provided for Documentation, Publication of Research Papers, etc. Awareness meets, workshops, seminars and guest lectures on Entrepreneurship are organized. The institute supports the faculty to mentor and channelize the young students. The Institute supports and facilitates students to convert their Ideas into. Students are encouraged to gain hands on experience and better Industrial Exposure. College has 4 departments as recognized Research Centers by the affiliating University. Currently, 7 research scholars are pursuing their Ph D Programmes at the Research Centre of the college.

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

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)	View File

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

7

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

23

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

7

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

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

The college organizes a number of extension activities to promote institute-neighborhood community to sensitize the students towards community needs through its NSS Unit. NSS organizes a residential

seven day camp in nearby adopted village and several activities addressing social issues which include cleanliness , tree plantation, water conservation through Shramdan, Social interaction, Group discussion Eradication of superstition, Beti Bacho Beti Padhao, Environmental awareness, Women empowerment, National Integrity, Aids awareness, Health check up camp, Veterinary guidance, etc. The NCC unit of the college aims at developing qualities of leadership, patriotism, maintaining discipline, character building, spirit of adventure and the ideal of self-service and organizes various extension activities as tree plantation, Roadsafety awareness, Save fuel save country programme, Swachhta Abhiyan, National equality awareness.etc. During the COVID Pandemic the NSS Unit in collaboration with IQAC of the college organized a Covid 19 Vaccination camp on the college campus. The NSS organizes Environmental Awareness, Personal Health and Hygiene, Road Safety, Tree Plantation, Plastic eradication, etc. Programme on female foeticide, Voters awareness and other society conducive programmes have been organized.

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

0

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

10

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)	View File

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

0

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

0

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

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 college has only two streams of knowledge ie BA and B Com. Apart from this the PG Programme in Home Economics is also run. Research Programme in Humanities streams is also ongoing at the institute. There are 04 smart classrooms with LCD and other facilities with fine furniture and all facilities in it. The Department of English has a well equipped Language Laboratory connected with LAN. smart classrooms are used for various activities such as seminar presentations, association activities and case presentations throughout the year. Apart from this, the Institution has air conditioned 1 Meeting Hall and Principal's office. The auditorium hall is well equipped with sitting arrangement and LCD Projector. Institution has 4 well equipped

music laboratories and a Laboratory for Home Economics.01 Common room for Girls,72 computers,outdoor play ground, indoor sports room,wash rooms, staff chambers and well equipped administrative block with parking facility. In order to receive power the college installed a Solar Energy Plant on the college roof. This is one of the positive step forward to save Environment.

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

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

The Institution has outdoor sports facilities which include a ground as per the minimum specified requirement by statutory bodies where students routinely play games such as Cricket, Table Tennis,Badminton, Basketball and Volleyball. There is a multipurpose indoor sports complex in the premises. It is used for indoorsports, where students enjoy indoor games such as Table-tennis,Basketball, Carom and Chess etc.The hall for Aerobics has been built onthe college campus. The Institution also has a big Auditorium Hall which has been used for Social Annual gathering, National / International Workshops and Conferences.Many number of cultural activities, rehearsal for Youth Festival,Blood Donation Camps, Vaccination Camps are organized by NSS, here. It is also utilized for cultural activities like Annual social gathering and Fresher's event activities, extra-curricular activities for students.

Women from the society also come to do Yoga at the Aerobics Hall of the college.

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.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

0

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)

The library of the college is partially automated with the software- LIBSOFT. OPAC: OPAC is installed to access information about availability of books in stock, call and accession numbers, current availability on shelf, etc. The Library has 01 computer earmarked for OPAC. The OPAC system has been maintained to easy access of books, journals, e-journals and reference books. The library's current stockholding includes around 8000 thousand books, 15 journals, N List subscription, etc. The Library is connected to the Local Area Network (LAN),

The Book Bank facility has been provided to the economically poor students.

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)
19940

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)
4.2.4.1 - Number of teachers and students using library per day over last one year
10

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 institution has an independent computer lab in which 48 computers are available with the power back up facility. There is a language laboratory with computers connected in LAN offering communicative skills to students. The Wi-Fi facility is available on the college campus, which is beneficial for the students as well as teachers for the teaching learning process. The institution has one server for the office as well as other departments of the college. Being an Arts and Commerce college the number of computer is moderate.

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

A. ? 50MBPS

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)****632941.38**

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 Purchase Committee. The committee ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities. The committee collects requirements of each and every department through the principal and attempts to fulfill the same at the earliest. The committee ensures the maintenance of the infrastructure such as furniture and fixtures. There are funds earmarked for maintenance, upkeep and minor repairs. 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 Director of Physical Education.

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**

571

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)	View File

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

0

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

706

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

706

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted 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 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

B. Any 3 of the above

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

0

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

52

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

0

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)	View File

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

The college offers the students to showcase their representation and engagement in various administrative, co-curricular and extra curricular activities: Students Representation in Student Council

with different designations.

- Students Representation in Women Empowerment Cell of the college,
- Sexual Harassment of Women at workplace
- Cultural and Sports Committees: Students have strong representations in all cultural and sports committees, who help in organization and management of events.
- NSS Advisory Committee.

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

02

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)	View File

5.4 - Alumni Engagement

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

We have a very active alumna Association at our college. The support and help of the alumna has been sought in different ways. Sometimes the alumna offer their expertise in terms of teaching to the currently enrolled students and at times they help the students of the college in different manners. The college had

organized an Alumna Meet on 30 May 2022 in which many of the alumna were actively participated in it.

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 governance of the institution is in line with the vision and mission statement reflecting the goals and objectives of the institution. It strives to impart a holistic education that will enable the girl students to face the challenges and grow into the competent world and to empower them.

A. A Vision Statement:- To impart quality education among the girl students from the fields of Arts and Commerce to train and enhance the expertise so that they manifest their potentials and intrinsic abilities which will help the girl students to grow into competent, committed world and make them complete human being with socialistic attitude and desire for achieving National Development and prosperity.

Mission Statement:- To provide strength to arms and minds of girl students from the town and peripheral villages.

B. Nature of Governance: Institution follows a democratic and participatory mode of governance with all stakeholders participating actively in its administration. C.

Perspective/Strategic Plan Institution has a Perspective-Strategic Plan in place to help it develop in a systematic, well-thought-out, and phased manner. D. Participation of Teachers in Decision-

Making Bodies. • There are 32 committees through which teachers play important role in administration, in organizing curricular, co-curricular and extra-curricular activities.

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

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

The decentralization activity of college management is observed through working of many formulated committees. Participative management is also evident in the shuffling of committee members which ensures that faculty members play an active role in different committees during their tenure. The entire process is co-ordinated by the Principal and IQAC of the institution. Each and every decision of the college is taken in consultation with the Management, Principal, IQAC Coordinator and the members of the respective committee. All requirements like stationary, Instruments and demands of library, Departments, Sports and College office are purchased through the committee. All the lists are prepared by considering requirements of regular students, Research students, Faculty and staff members (teaching, laboratory, and office staff). These lists are forwarded towards Principal through each departmental head. After analysis, Principal puts these in front of the Head Clerk for budget allocations. For budget allocation Secretary, Joint Secretary, Treasurer and College Principal, CDC members play major role. The Head Clerk of the office invites tenders in consultation with the Principal from various suppliers. Their quotations are evaluated, comparative statements are prepared, suppliers are called for personal discussions and after comparing all aspects from various suppliers, orders are placed after verification as per the requirements.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Our college has prepared a strategic plan to fulfil infrastructural needs, extra-curricular activities, Sports and Cultural activities etc. Perspective plan of the college includes : -

- Improvement of the Scope and Profile of the Teaching-Learning through greater use of ICT.
- Adding new courses.
- Laboratory up-gradation
- Up-gradation of smart classrooms.
- Professional, Cultural and Co-curricular activities
- Industrial visits
- Social programs through NSS

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.

Governing Body: 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 College Development Committee (CDC) consists of Management nominees Principal, IQAC Coordinator, 3 Teacher Representatives and 1 Non-Teaching Staff representative.

Administrative Set Up: The Secretary and the Principal form the nucleus of the administration. The Principal has her team of the IQAC-Coordinator, Departmental Heads, Staff Secretary, the Accountant and the Committee Chairmen to assist him in his work.

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 are 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 of Maharashtra policies, Sant Gadge Baba Amravati University, Amravati statutes and the Constitution of the college as amended from time to time in this regard. The

Career Advancement Schemes (CAS) promotional policies for teachers are according to UGC, State government and affiliating university rules and regulations, and for non-teaching staff are according to the Government of Maharashtra 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 interfaces	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

The college takes an active role to ensure the well-being of the staff and faculty by setting up effective welfare measures.

- Facility of medical reimbursement to the staff.
- Participation of the faculty in Competence building programs like Orientation, Refresher, Short-term Courses and other Faculty Development Programs by granting Duty leaves
- Female teaching staff can avail Maternity Leave of 180 days and Male teaching and Non teaching staff can avail paternity leave for 15 days
- Child care leave to look after their child till 18 years of

age to meet their needs like exams, sickness is granted to female faculty and staff

- Sabbatical/ Study Leave once in the span of their career to pursue higher studies/ research interests is granted to the faculty
- Medical expenses, purchase of plot, marriage of the siblings can also be met with through the PF withdrawal/ loan
- Group Insurance Policy is made available
- Credit Cooperative Society to help staff by providing instant need of short term loan

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

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

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

0

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

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

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

0

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

2

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

The institution has an offline and effective Performance Based Appraisal System (PBAS) for teaching staff to be filled at the end of every academic year. The appraisal system is implemented as per the guidelines from UGC and State Government rules. The appraisal

forms of the faculty are submitted to the Principal through the respective Heads of the Departments, duly verified by IQAC. The IQAC of the college encouraged its faculty to fill up the PBAS forms provided by the parent university. The annual Confidential reports of staff duly signed by the respective Heads and Principal, are 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 Principal of the institution and the Governing Body monitor effective and efficient use of available financial resources. Records of all the purchased items are also maintained. The record of purchase of things is maintained by the office. An internal audit of the college is done by Mr. Jayesh Nagda, Head Clerk. The accounts of the institution is checked annually. Internal Audit is at two levels, both the Institution and the Management which are cross checked. The audit objections are put in College Development Committee (CDC), discussed and settled.

Institute conducts external financial audit every year after the month of March and before June by a professional chartered accountant Mr. S. B. Bafna & Co. Khamgaon. External audit is also done by Government in three tier system. First, the senior administrative officer from the office of Joint Director of Higher Education assess the books of accounts, then at the second stage, Senior Auditor of the same Department audits for both Salary and Non-Salary audit. In the third stage, the Auditor General, Nagpur, audits the entire books of Account and does Para Settling; which is then settled by Institution.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0

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

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

The college ensures that the funds/resources are collected on timely basis and are utilized in the best possible way by ensuring judicious investments and restricting to budgeted expenditure. The main sources of receipts are fees collected from students, grants from the State Government and the UGC, interest on fixed deposits, infrastructural utilization for organizing various State and National Examinations, fines and other miscellaneous income from sale of old scraps etc. The resources are carefully allocated to meet overall administrative requirements including salary expenditure of contractual staff, infrastructural up-gradation and maintenance; enhancement of teaching learning environment, faculty development etc

The funds received from the government and other bodies are firstly planned by the Management, CDC Members and the Principal. The sanctioned fund is utilized through the Principal. Requisition is submitted to the Head Clerk through 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. Further, the accounts of the institution are subject to audits, both internal and external.

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 of the college has consistently striven to institutionalize quality assurance strategies and processes at every level of the college'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 other institutes 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 stake holder categories, analysed the same and used it for qualitative improvement. i Best practices institutionalized as a result of IQAC Initiatives.

- Savitribai Phule Child adoption Scheme
- Inter Collegiate Debate Competition
- Participation of various Intercollegiate, University, interuniversity, state level and National level games.
- Book Bank facility
- Functional MoUs with reputed institutes
- Extension Activities through NSS

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

For the improvement in teaching learning activities the College

tries for the up-gradation of laboratories and classrooms. LCD facilities are provided to classrooms. For the skill enhancement among students many add-on and value added courses have been offered. The Internal examination committee and the mentor mentee scheme implemented on college campus is very effective for the identification of slow learners and advanced learners. For slow learners the remedial coaching is arranged and for advanced learners special guidance is provided to participate in the co-curricular activities. Placement and career guidance committees help the students regarding job-oriented activities. To acquire advance knowledge students are also helped to join for online courses offered by NPTEL and open universities like YCMOU and IGNOU. Example 1. Add-on and Value added programs: There are 06 Add-on , 2 Value Added and 06 COC courses offered. Example 2. Seminars and Webinars organized by IQAC on Quality parameters:-IQAC of the college has organized 4 Workshops, Seminars and Webinars for the implementation of teaching learning and developing research aptitude among faculty and students on the campus during 2021-22.

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)

A. All 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

Ours, being womens' college there is no as such discrimination among the students on the gender basis. However, the college has formulated the committee - Committee against Sexual Harassment at Workplace in line with the guidelines of State Govt. Lectures, Seminars and Expert Talks are organized to create awareness about sexual harassment.

- The Department of English organized a State Level Webinar on the topic- "Gender Discrimination: Issues in Indian Society" on 29 January 2022. Dr Kranti More of Shivaji College Renapur Dist. Latur was the resource person for this Webinar.
- The Department of Physical Education and IQAC of the college organized a training programme for Self Defense on 17 May 2022. Miss. Vrushali Khanderao and Boxer Miss Nikita Prasad trained the students.

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 takes efforts to keep its campus clean and neat. The Solid Waste Segregation is done by hand sorting. Dry waste which includes paper, cardboard, plastic, scrap material is separated from others. Organic wastes like the left-over food, peels from fruits etc. are also collected in bins separately. For E-waste Management, the College segregates electronic devices, batteries and wires and dispose them at regular intervals. The electronic devices have varying proportions of glass and metals. Hence the disposal helps in consequent recycling of separated streams of aluminium, copper and circuit boards. However, no hazardous chemical waste is generated in the College Campus.

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	C. Any 2 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

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

E. None of the above

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).

The college organizes various programmes to create awareness and acquaint the students with the great personalities of the country who have devoted and dedicated their lives for the development, upliftment and betterment of the country. Every department organizes some or the other programmes through which the integrity

of the nation and cultural grandeur is reflected.

- The Department of Hindi organized a Webinar on account of Hindi Diwas i.e. 14 September 2021 on the topic- " Upayogita of Hindi Bhasha". Dr. Kalpana Patil of Pratap College Amalner delivered a talk.
- The Department of Home Economics in collaboration with the Civil Hospital of Khamgaon organized a webinar on HIV AIDS and TB. Pramod Tale and Gajanan Deshmukh guided the gathering.
- The Economics Department organized a Guest Lecture on the topic "Role of Indian Culture in the Conservation of Environment" Prof. Chandrashekhar Mendole guided the students on this occasion.
- The NSS Department of the college planted trees at the adopted village Kokta- Makta. Besides, the students of the NSS also planted sapplings at their respective villages as per the appeal by the NSS officers.
- A sermon of Verulkar Guruji was organized by NSS on the life and Work of Saint Gadge Baba on 26 February 2022.

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 undertakes efforts to sensitize the students and employees of the Institution of their constitutional obligations. The Principal's talk to the first year students brings awareness of the core values and ethos of the Institution. The college organized a 7 day Induction Program to the first year students with the need of maintaining harmony, in developing scientific temper, humanism and spirit of enquiry. Independence Day and Republic Day, Constitution day, University Foundation Day, are celebrated emphasizing the Preamble, Fundamental Rights and Duties enshrined in the Constitution of the country. The students are taught to obey the supreme law of the land and respect the National Flag and the National Anthem. The College Website displays a Handbook of Values for students and employees. Values and Ethics are highlighted so that these qualities are imbibed by

all and help in self enhancement. The Department of History of the College offers the Value added program of "Human Rights" for their students and are encouraged to follow the ethics. NSS unit of the College undertakes activities and teaches the students the importance of giving back to the society by believing in the principle of equality, fraternity and societal justice.

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.

D. Any 1 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

The college celebrates each and every day of National Commemoration to create awareness and to remember the works of our

national heroes. Republic day, Independence Day, Programs to Re-live our past and paying tribute to the Patriots and Martyrs Marathi Bhasha Divas- Celebration of International Mother Tongue Day on 21 February and 27 February. Inter college competitions are organized prior to these days and commemorative talks are organized. Hindi Diwas (to commemorate the adoption of Hindi in Devanagiri script on 14th September)- Various competitions along with a special lecture are organized. Women's day celebration- 8th March each year is celebrated by organizing various programmes on women empowerment by Women's Forum and NSS. The Librarian's Day: Book exhibition and guest lectures are organized on the occasion of Birth Anniversary of S. R. Ranganathan. Teachers' Day- students organize programmes for the teachers on 5th September to celebrate the Birth anniversary of Dr. Sarvepalli Radhakrishnan.

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.

The following Best Practices are implemented at the college:

Best Practice- 1

1) Title of Practice- Savitribai Phule Dattak Palak Yojana (Savitribai Phule Child Adoption Scheme)

Objectives of the Practice- To Provide college uniforms to the needy students

The Context:- The college uniforms are provided to the enrolled students of the college, only.

Evidence of success:- Students are happy with the college uniform distribution

2) Title of the Practice- Mentor- Mentee Scheme Objectives of the Practice- Refining teacher-student communication The Context- Mentors build bridges among the Mentees The Practice- A Mentoring Committees Evidence of Success- A healthy Learning Environment Problems Encountered and Resources Required- The student strength and their demands are more.

3.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.

4.Practice:- 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.

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

Being a woman's college, special emphasis is on the overall development of the college students. The college strongly believes in the students' development in terms of Sports and Music. Manay number of students take part in the various University, Interuniversity, state level and National level sports events. As a result of this some students are got selected in the Police recruitments. Apart from this our college has a very rich Music depttment through which the students do their careers. Students are working as music teachers in various schools near the town and other reputed schools.

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

7.3.2 - Plan of action for the next academic year

1. To rejoice the Azadi Ka Amrut Mahotsav through various events on the campus. 2. To implement NEP 2020 on the campus from 2023-24 onwards. 3. To organize International Conference in Languages departments. 4. To organize National Meets on the campus.

5.To conduct Environment audit, Energy audit, Green Audit of the College.