



AQAR REPORT REVIEW

**SETH NARSINGDAS MOR COLLEGE OF ARTS AND COMMERCE AND SMT. G.D. SARAF
SCIENCE COLLEGE, TUMSAR - , DIST. BHANDARA,(MAHARASHTRA)**

Aishe id : C-18671

Submitted for : 2018-2019

Submitted Date : 13/03/2020 02:31 PM

Reference AQAR Link : [Click here](#)

Over all Comments :



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	SETH NARSINGDAS MOR COLLEGE OF ARTS AND COMMERCE AND SMT. G.D. SARAF SCIENCE COLLEGE, TUMSAR - , DIST. BHANDARA, (MAHARASHTRA)
Name of the head of the Institution	CHETANKUMAR BHIMRAO MASRAM
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	07183-233300
Mobile no.	9422822727
Registered Email	snmorcollege1965@gmail.com
Alternate Email	principalsnmorcollege@rediffmail.com
Address	Sant Jagnade Nagar, Tumsar-441 912
City/Town	TUMSAR
State/UT	Maharashtra

Pincode	441912																								
2. Institutional Status																									
Affiliated / Constituent	Affiliated																								
Type of Institution	Co-education																								
Location	Semi-urban																								
Financial Status	state																								
Name of the IQAC co-ordinator/Director	Dr. Komalchand N. Sathawane																								
Phone no/Alternate Phone no.	07183233870																								
Mobile no.	9421709879																								
Registered Email	snmorcollege1965@gmail.com																								
Alternate Email	principalsnmorcollege@rediffmail.com																								
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)	http://www.snmorcollege.org.in/naac/aqar_2017-18.pdf																								
4. Whether Academic Calendar prepared during the year	Yes																								
if yes, whether it is uploaded in the institutional website: Weblink :	http://www.snmorcollege.org.in/academic/academic_calendar_2019-20.pdf																								
5. Accrediation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>72</td> <td>2004</td> <td>16-Sep-2004</td> <td>15-Sep-2009</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.79</td> <td>2013</td> <td>05-Jan-2013</td> <td>04-Jan-2018</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	72	2004	16-Sep-2004	15-Sep-2009	2	B	2.79	2013	05-Jan-2013	04-Jan-2018
Cycle	Grade	CGPA	Year of Accrediation	Validity																					
				Period From	Period To																				
1	B	72	2004	16-Sep-2004	15-Sep-2009																				
2	B	2.79	2013	05-Jan-2013	04-Jan-2018																				
6. Date of Establishment of IQAC	01-Apr-2004																								
7. Internal Quality Assurance System																									

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Workshop on Use of ICT in Teaching and Learning process	06-Aug-2018 1	33
Workshop on Formating Word Document and Excel Worksheet	18-Aug-2018 2	16
Inculcate reading habit among the students	15-Oct-2018 2	149
SWAYAM awareness programm	02-Apr-2019 4	267
View File		

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

1. Academic calender is prepared.

2.College time table publish in time

3.Verification of staff self appraisal forms.

4. Feedback collection and analysis.

5. Execution of curricular, cocurricular and extracurricular activities asper the College Academic Calender.

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

Plan of Action	Achivements/Outcomes
? To prepare and implement Academic calendar for the session 201819.	Achieved, Prepared Academic Calendar for the session 201819. .
? To complete the incomplete planned work in the previous year	Achieved, Much of pending work completed.
? Formation of various committees for smooth functioning of the college work.	Achieved, By forming different committees to execute the work smoothly.
? To execute the work allotted to different committees in the college	Achieved, Most of the work mentioned in Academic Calendar of the college executed through different committees.
? To further strengthen the ICT enabled teaching and learning process in the college.	Achieved partially, Some departments in the Science Faculty are in practice of ICT enabled teaching and Commerce and Arts staff rooms have been provided computers with NET facilities to start ICT enabled teaching learning process. The ICT enabled halls are available for teaching and learning process in Commerce faculty in the current session.
? To establish linkages with industries, institutes, NGOs.	Not achieved, however, have established collaboration with higher learning institutes for research purposes.
? To encourage the faculty members for the MRP.	Not achieved, since UGC does not sanctioned minor research projects to colleges.
? To encourage the faculty members for the outreach extension programs	Achieved partially , through NSS and geography and sociology department, respectively.
? To enhance the research and publication activities in the college	Achieved, Total 27 research papers have been published /presented in different journals/conferences , symposia , etc. by the staff members. The college teachers have published 08 books on their names with ISBN.
? Further strengthen the Career and	Achieved, classes on career guidance

Guidance Cell of the college.

have been organized throughout the year using Audio-visual aids, Mock examination, Exhibition.

[View File](#)

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
CDC	22-Jun-2019

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

Yes

Date of Visit

13-Jan-2020

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

24-Jan-2019

17. Does the Institution have Management Information System ?

Yes

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

Students admission process is online. University correspondence in term of administrative as well as academic that is students examination related issues like, Hall tickets of students, uploading and downloading of forms and entry of internal assessment marks, downloading of question paper during examinations etc are on line. Govt. students scholarship, the correspondence of AISHE and government data processing are online

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

All the programmes / courses taught in the college are approved and prescribed by the university. The university provides framework, curriculum, syllabus, unit-wise marks, question paper pattern, the list of text books, reference books, etc. Academic Calendar :- The College Academic Calendar committee

prepares the Academic Calendar well in advance . Appointment of the staff:- On calculating the workload, in case of deficient staff, the college reports to the governing body. The Gondia Education Society, Gondia, following the state Government's and UGC rules and regulations appoints staff members. Meanwhile, in case, if the permanent staff cannot be appointed, the college appoints contributory (CHB) staff members. Display of Time-Table:- In the beginning of the session, the College Faculty-wise Time-Table Committees display the time tables on displays/ notice boards and college website. Workload Distribution and Planning by the Department:- The workload is distributed as per the norms of the UGC/central government/ state government/ the affiliating university, and prepares the department time-table. Activities, in the academic calendar are executed. Subjects and topics are allotted to the teachers as per their interest and expertise for effective teaching and learning. Teaching Methodology:- Teachers use modern teaching - learning methods like OHP, LCD projector, Interactive board, Computer aided teaching, Group discussion, Demonstrations, Models, and some use ICT enabled teaching. Some use Whats App for academic discussions and sharing of knowledge and information. Teachers plan topics in Teacher's diary, mark presence in the attendance register, conduct unit tests, give assignment questions for internal assessment and/ or award marks based on regular unit tests/ assignments/ attendance/ seminar reports/project work. In practical examination the marks are awarded based on assessment of answer-sheet , practical and viva voce by the examiners and online marks are filled in. Often, teachers engage extra classes for the completion of the syllabus, and also provide extra time for late admitted students. Co-curricular and Extra -curricular Activities:- The activities include students' seminars, guest lectures, workshops, documentary shows, movies, visits to local fields, visits to National Institutes/ Laboratories, visits to local industries, true experience learning, visits to libraries, organizing poster exhibitions, quiz competitions, wall poster, wall magazine and sports activities. Role of IQAC:- IQAC has vigilant eyes on the delivery of the curriculum and execution of activities. In the staff council meeting IQAC puts shortcomings in the teaching -learning process obtained through feedbacks, and the same is reported to the Principal, who looks into the matter, and passes on suggestions/ instructions to the concerned. so that the work takes place properly with necessary improvement. For quality culture, IQAC suggested to bring about changes in overall working like implementation of the biometric machines for staff attendance, submission of academic / teachers' diaries, the students' attendance registers, stock verification reports and yearly report of activities at the end of the academic session. IQAC gives valuable suggestions for optimum utilization of the infrastructure and also welcomes suggestions offered by departments/ committees/ cells/ associations/faculty/stakeholders, and if possible, the principal implements them.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the

affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

1.3 – Curriculum Enrichment

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

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

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Field Project	133
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>The college obtained feedback from four different stakeholders namely, Students, Alumni, Parents and Employers on various issues related to feedback concerned. 1. Students feedback on teachers: Feedback from students is obtained through a structured feedback forms consisting of questionnaire on Communication skill Interest generated by the teacher Ability to integrated content Accessibility of the teacher to the students, Ability to design quizzes/examination, etc. to understand the course Provision of sufficient timely feedback Knowledge base of the teacher Sincerity of the teacher and overall rating . A random sampling method is employed from the students on each teacher of the institute by the final year students at the end of the college examinations. A random sample of 25 students was considered for each teacher. Four point scales is used for grading the data. The data so obtained is analyzed by the IQAC on their performance and graded as Very good, good, satisfactory and unsatisfactory and put before the Principal for corrective measure to be taken by the CDC if, any, is found below the level. 2. Alumni Feedback:- Feedback from the past students is obtained on the overall performance of the college during alumni meet by Alumni feedback form. Feedback form consists questionnaire on academics, administrative and support services available in the college. A random sample of 25 students was considered.</p>

Feedback collected were analyzed on four point scale by the IQAC and put before the Principal for further improvement of the institute. 3. Parents Feedback:- Feedback from parent on the overall working of the college was drawn from the parents of students. A random sample of 25 students was considered for the feedback. The feedback consists of, superiority of the college in the area proud to be student of the college discipline in the college about adequate facilities available in the college safety measures in the college behavior of the college employee with students college atmosphere for study availability of the teacher to the students platform for all round development of the students and on curriculum standard .The same issues if, therein, were also discussed during the parent teacher meet in the college and some are resolved in the meeting while others put forwarded to the Principal for further necessary action to be taken. 4. Employers Feedback:- The college employer feedback committee members concerned, visited the employers places and recorded their consent on the performance of the ex -students of the college workings at their places as their employee. The Employer feedback committee knows employers' views on the syllabi taught, communication skill, curriculum changes as per need performance of college students and shouldering the responsibilities by providing feedback forms. Upon collection of duly filled feedback forms, these were analyze by the committee concerned of the IQAC and placed before the Principal for discussion on the issues criticized by the employers for the improvement of the college for benefits students. A random sample of 25 students was considered for the feedback.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MCom	Professional	120	36	36
MA	Political Science	80	60	60
MA	Economics	80	25	25
BCom	Commerce	240	350	193
BSc	Science	220	692	220
BA	Humanities	420	772	420

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1670	234	32	0	32

2.3 – Teaching - Learning Process

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

Number of	Number of	ICT Tools and	Number of ICT	Numberof smart	E-resources and
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Teachers on Roll	teachers using ICT (LMS, e-Resources)	resources available	enabled Classrooms	classrooms	techniques used
No Data Entered/Not Applicable !!!					
No file uploaded.					
No file uploaded.					

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

Students mentoring system is available in the college to solve the day to day academic and psychological problems of the studying students. In the beginning ,Principal of the college displayed list of the teachers as the mentors to the classes. Regular full time teachers are appointed as mentor to the classes. The same is also circulated among students. In the beginning of the classes, the teacher identified the level of the students as slow and advanced learners on the basis of the marks obtained in the 12th Std and ability to answer questions, involvement in the discussion, leadership capacity, etc. The respective mentor looks into mentees matters related to academic and psychological issues on college campus. The mentor uses formal and informal means of mentoring. The respective mentor encourages the mentee to take part in test, examination and other matter related with the curriculum and also encourages to take parts in the co curricular and extracurricular activities organized by different departments, cell and units of the college and how to take benefits of the support services present in the college.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1904	19	1:100

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
54	32	22	0	22

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

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

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MA	Economics	Semester II	29/04/2019	27/05/2019
BCom	Commerce	Semester VI	03/05/2019	12/06/2019
BCom	Commerce	Semester IV	02/05/2019	20/06/2019
BCom	Commerce	Semester II	26/04/2019	21/06/2019
BSc	Science	Semester VI	31/05/2019	28/06/2019

BSc	Science	Semester IV	07/06/2019	01/08/2019
BSc	Science	Semester II	06/06/2019	05/08/2019
BA	Humanities	Semester VI	26/06/2019	11/07/2019
BA	Humanities	Semester IV	21/06/2019	19/07/2019
BA	Humanities	Semester II	26/06/2019	16/08/2019

[View File](#)

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

Since all the programmes in college are approved and prescribed by the affiliating university, the institution has limited scope in evaluation process at the college level. The following measures are taken for the assessment. The university allowed institutions to assess students through Internal Assessment and practical course work. The university allotted 20 marks at college level through internal assessment on performance in project work, students' response and participation in interaction, seminars, viva-voce, home assignment, class tests, field visit reports, etc. The departments may consider criteria for the assessment and allotment of the marks. In Science faculty and in some subjects in the Arts faculty students are assessed through performance in practical course. In second years, the course work in 'Environment Studies' assessment is done on field work, project work report and written test. Assessment is done through an efficient C.I.E. system. In the beginning, teachers introduce evaluation system, and provide time-table of the test, issue topics for seminar, project, home assignment and also tell importance of the attendance. Introduction on the scope of the topic, details about marks awarding system, and the effective ways of presenting seminars, style and skill of drafting is imparted. Presentation/submission of project works, write-up of home assignment are considered for marks. Teachers handover mark-sheets to the heads for further official process. The CIE system is very robust and transparent. Evaluated answer sheets are handed over to the students for information and clarification, and if discrepancy found, students are guided accordingly.

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

Various activities in the college are planned well in advance in the college academic calendar. The calendar is supplied to every department, is also notified on the notice board and uploaded on the college website. In order to execute plans into reality, all are asked to submit annual reports of the department in the form of the annual academic diary. For quality enhancement in academics and administration, the work of internal academic and administrative audit is undertaken once in three years by the College Internal Audit Committee. Academic Calendar and Time Table are prepared, circulated and displayed. The plans and activities in the Academic Calendar are flexible to avoid overlapping of dates. The Role of HoDs:- HoDs call meetings with staff members and distribute the curriculum workload with consensus, and also decide co-curricular and extra-curricular activities to be implemented. Discussion over other matters coming up as well as evaluative measures to be applied round the year and the same is recorded in the minutes book. The Role of Teacher:- All are engaged in curriculum delivery as per the allotted workload. Teachers plan the teaching and evaluation schedule of the allotted teaching units and after delivery of curriculum, record in the academic diary. The Role of the Head of the Institution:- After receiving the Annual Academic Diaries from teachers, the Principal holds discussion in the staff council meeting on shortcomings All teachers determine and vow to do better, implement the decisions.

2.6 – Student Performance and Learning Outcomes

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

<http://www.snmorcollege.org.in/program.html>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
M.Com	MCom	Professional	48	4	8.33
M.A.	MA	Political Science	42	39	92.85
M.A.	MA	Economics	14	10	71.42
B.Com	BCom	Commerce	119	93	78.15
B.Sc	BSc	Science	99	68	68.68
B.A	BA	Humanities	70	44	62.85

[View File](#)

2.7 – Student Satisfaction Survey

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

No Data Entered/Not Applicable !!!

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

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

No file uploaded.

3.2 – Innovation Ecosystem

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

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

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
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No Data Entered/Not Applicable !!!

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

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

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

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

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Zoology	2	0
International	Commerce	1	0
International	Home Economics	2	0
International	Hindi	1	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Economics	1
Political Science	2
Commerce	5
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Migratory Avifauna of TumsarT ahsilBhand ara District (Maharashtra, India).	Dr. M.F. Jadhao	IJASRM	2018	0	0	0
Migratory Avifauna of TumsarT ahsilBhand ara District (Maharashtra, India).	A.A. Salwe	IJASRM	2018	0	0	0

Women And Entrepreneurship	Dr. K.K. Lende	International Journal of Research and analytical reviews	2018	0	0	0
YavatmalJillhyatilBanjaraSamajachya shetmajur streyancheyanche Aaharachadaraja -Ek Chikitsak Adhyayan	Ku. S.A. Rathod	Research Journey Int.	2018	0	0	0
YavatmalJillhyatilBanjaraSamajatilshetmajur streyancha Aarthik samajik samsyanche Adhyayan	Ku. S.A. Rathod	Research Journey Int.	2018	0	0	0
Paryavaran sanrakshan me sahitya samaj aur midia ki bhumika	ShriL. K. Petkule	Research Journey Int.	2018	0	0	0

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

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

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	11	16	4	1
Presented papers	10	8	1	1
Resource persons	0	0	0	1

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
A Socio- Economic Survey of 'Khapa	Population Club of College -Grampanchayat Khapa	5	13
Voter Enrollment Voting Continuing Abhiyan	NSS of College /Tahsil Office Tumsar	3	74
Blood Donation	NSS-NCC of College /Govt.Hos.Bhandara	4	46
Swacchata Pahawada	NSS-NCC of College/Nagar Parishad ,Tumsar	4	145
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swacchata Pahawada	NSS-NCC unit of the college /Nagar Parishad ,Tumsar	Cleanliness drive in the college campus	4	145
Blood Donation	NSS-NCC unit of the college /Govt.Hos.Bhandara	Blood donation by college students and faculty	4	46
Voter Enrollment Voting Continuing Abhiyan	NSS unit of the college /Tahsil Office Tumsar	Awareness about voting	3	74
A Socio-Economic Survey of 'Khapa	Population Club of the college /Grampanchayat Khapa	A Socio-Economic Survey of village Khapa.	5	13
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

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

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

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

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Digi Soft Lib	Partially	5.0	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	9874	1327570	756	180810	10630	1508380
Reference Books	2295	262283	1	975	2296	263258
Journals	918	98226	151	23440	1069	121666
Others (specify)	3347	724267	363	30578	3710	754845
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

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

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	35	16	4	0	0	5	8	5	0
Added	0	0	0	0	0	0	0	0	0
Total	35	16	4	0	0	5	8	5	0

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

5 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities

23.3

7.85

8.82

2.87

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

Established System for Maintenance :-

1. Request letter for repairing / complaint :- The in-charge of the infrastructure lodges complaints with the principal about the job.
2. Visit of the technician :- Technician visits the site and assesses the job and submits the estimate for the said work. The work gets completed.
3. Payment :- On clearing bills by in-charge, the principal releases payment.
4. Annual Maintenance Contract :- The Annual Maintenance Contract for the college administration system and the college website is in practice.

Physical Facilities :- Gymnasium, Outdoor and Indoor Courts.

1. The College Outdoor and Indoor courts and Gymnasium are optimally used by students at morning and evening hours.
2. Badminton court and Gymnasium have free access for students and staff members.
3. Physical Director maintains physical facilities.
4. Academic Facilities :-Utilization and Maintenance of Laboratories

1. The laboratories are optimally utilized following the college time table.
2. Precautionary measures are taken while handling various hazardous chemicals, equipments and instruments.
3. Dead stock register is maintained and periodically updated.
4. At the end of the session, the dead stock is verified and the report is submitted to the principal's office.
5. The noticed shortcoming is brought to the knowledge of the principal.
6. HoDs submit requirements to the principal, who forwards it to the CDC. Upon approval from the CDC, principal takes action.

Academic facilities :- Utilization and Maintenance of Computer Science Laboratory

1. Classwise laboratory schedules are followed as per the time table.
2. HoDs and faculty members maintain computers and accessories allotted to them in consultation with the principal.
3. Demands for purchasing are processed by the principal's office.
4. Yearly stock book is maintained and dead stock is verified at end and the same is reported to the principal's office.

Academic facilities :- Utilization and Maintenance of Class rooms

1. Well ventilated and furnished classrooms are provided as per the students' strength.
2. Theory classes are engaged when there are no laboratory periods.
3. Teaching is regularly monitored by the faculty in charge.
4. The faculty in charge instructs the peons and regularly looks after the maintenance of class rooms.

Academic Facility :- Utilization and Maintenance of the library

1. Library facilities are available to students with a smart library card that is issued after 15 days of admission.
2. Students can borrow only two (02) books at a time on a library card.
3. Fine is imposed, if students fail to return the book in the stipulated period.
4. Students and staff members may browse online journals, e-books, e-study material through INFLIBNET.
5. Students may search books in the library through OPAC.
6. The college library facilities (lending and reading room) are available on working days.
7. During examinations, college library facilities (lending and reading room) are open .
8. The purchase of reference books, text books and other related reading material is done on recommendation of the HoDs and teachers.

http://www.snmorcollege.org.in/audit_report/procedures_and_policies.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Cash prize for students	35	19535

Financial Support from Other Sources			
a) National	GOI Freeships	1268	7749723
b) International	Nil	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Yoga and Meditation	01/07/2018	36	Games and Sports dept. of the college
Soft Skill	01/07/2018	382	Skill Development cell of the college
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Career Guidance and placement Cell	783	36	0	49
View File					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	0	0	Orion Edutechs Skill Development Centre, Tumsar	39	39
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	1	B.Sc.	Chemistry	Institute of Science, Nagpur	M.Sc.
2019	1	B.Sc.	Zoology	Mohata Science college, Nagpur	M.Sc.
2019	2	B.Sc.	Zoology	Sevadal Mahila college, Nagpur	M.Sc.
2019	3	B.Sc.	Zoology	J. M. Patel college, Bhandara	M.Sc.
2019	2	B.Sc.	Botany	Institute of Science, Nagpur	M.Sc.
2019	2	B.A.	Economics	S N Mor college, Tumsar	M.A.
2019	6	B. A.	Political Science	S N Mor college, Tumsar	M.A.
2019	2	B. A.	Geography	N.M. D. College , Gondia	M.A.
2019	12	B.Com.	Commerce	S N Mor college, Tumsar	M.Com(Prof.)
2019	1	B.Sc.	Botany	PGTD RTMNU, Nagpur	M.SC.

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
Annual Cultural and Sports Meet	College Level	500

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5.3 – Student Participation and Activities

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

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

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

As per the provision of the University Act of 1997, the Students' Council - Students' Representative Council (SRC) is constituted. The outstanding meritorious student of the class is selected as the class representative. Apart from it, one representative each from NCC, NSS, Games and Sports and Cultural activities, and two lady representatives constitute the SRC body. Generally, each caste is given proportionate representation. The body so formed elects one among them as the secretary, who in turn, is vested with power to vote to elect the President of the University Representative Council. The student council is established as per the guidelines and time table instructed by the affiliated university. Nevertheless, from the academic year 2015-16 and onwards the students council was not constituted as per the Maharashtra Ordinance XXV of 2016. Although SRC was not formally constituted in the years 2018-19, the college had formed its own SRC body, which was active in a true sense. At least a member from SRC body is nominated on the college committees. These members are involved in the administrative and academic working of the college. They time to time offer suggestions for improvement and to overcome lacunae, and also forward grievances of students, if any. They help in organizing NSS camps, cultural events, games and sports activities, Annual day, Blood Donation Camps and alike. The student council representatives render their valuable services in various activities of the college in response to the national call. They contribute wholeheartedly to preparing and publishing the college magazine - Gulmohar and bringing out wall papers. In checking nuisance elements, ragging and bullying in the college, these representatives play a lion's role. The college has an active Anti-ragging Cell. However, thanks to their efforts, no case of ragging menace has been noticed so far. They take initiative in the activities for alleviating apprehension about the college life in the minds of fresh students. They also extend helping hands to the students in difficulties. In a nut shell, the Students Council, that is, its representatives play a vital role in smooth functioning of the college, and act as liaisons among stakeholders. Hopefully, these students' wholehearted participation in academic, administrative, national and social activities and their commitment to involve others will inculcate in them good ethical values and foster leadership qualities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

20

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

1 . Meetings- 02 2. Activity- 05

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Centralization is a one-man-up-ship. Decentralization is to respect individual participation and involvement of all in decision making process and its execution. True to its vision and values, it believes in- to work for the welfare and betterment of the masses- the institution believes and functions in accordance with the principles of democracy. The working and governing process are decentralized and in every activity they are applied. The participative management is discerned in its true spirit. To cite practices adopted by the institution for decentralization and participative management, the following activities are in practice in the institution, 1. All financial, administrative and academic decisions are deliberated over by the staff members and finalized by the CDC. After receiving the affirmative nod from the CDC, the decision is implemented. The faculty members are involved in the decision making process during the meeting of college staff council and the IQAC. The conveners of various committees also have involvement in the decisions and deliberations in the meeting. The important suggestions regarding college development are conveyed by Principal through regular staff meetings. 2. To cite a case of an activity in the institution, the example is of organization of Annual Cultural and Sports Day- 2018. The programme In-charge was deputed in the beginning of the session. Discussing the format of the function in the staff council meeting, the proposal was sent to CDC. After approval from the CDC, various committees for successful organization of the meet were formed. The programme incharge submitted application for the expected expenditure. The whole system was geared up for organizing the event. Meetings of the different committees were held. After discussing in the staff council after consensus, the guests were invited to enlighten students. The event was organized successfully. With a view to instill democratic values, in the staff council meeting in was decided to organize Lokshahi Pakhawada. The proposal was conveyed to CDC and permission was sought. On receiving permission the programme was organized successfully.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	The admission procedure is purely well planned and executed by The Admission Committees. ? An annually updated college prospectus of the institution is provided at the time of admission. ? The admission of the students in Science and Commerce faculties are on purely merit basis. ? In Arts faculty the admission of the students are on first come first serve basis. ? The Admission of the students is made following the reservation policy and

other norms laid down by the Govt. and UGC. The state Government has prescribed a stipulated quota for different sections of the students from disadvantaged communities viz, SC,ST,VJ/NT and OBC. This is taken into consideration during admission. ? Information regarding quota, scholarship, free ships and concessions for reserve categories is clearly mentioned in prospectus . Preference is given to sports person wherever possible. ? All the information regarding students admission are made available on college website.

Industry Interaction / Collaboration

Dr. M.F. Jadhao of our college has been extending their knowledge to local farmers for pest control in paddy crop , without any consultancy fees. The department of Botany and Mathematics have established collaboration in past with Department of Botany, Dr. B.R. Ambedkar college , Nagpur and Datta Meghe Institute of Engineering Technology and Research, Sawangi (Meghe), Wardha-442001, (MS) for research and students participation activities in research.

Human Resource Management

Following culture is in practice for the smooth and effective human resource management ? The head of the institution, the Principal regulates teaching and non teaching wings of the college. In the teaching wing, different faculties in-charge control their faculties while in non teaching wing the head clerk monitors non teaching staff. ? Staff performance is assessed through feedback of different stakeholders. On receiving the feedbacks, essential measures are taken in the staff meeting and staff members concerned are instructed to make improvements, if any. ? Recruitment is made by direct recruitment system, where appointments are made in teaching and non- teaching staff following the state Govt. and UGC norms. ? The principal had formed different committees in order to decentralise the work. ? The college allows teaching and non-teaching staff to take part in Orientation courses, Refresher courses, conferences, symposia, workshops, seminars and other training programmes. ? Department of games and sports of the college organised medical checkup camp

for students during academic session. ?
The institution collects the self appraisal report from the faculties, examine them and necessary instructions are passed on to the faculties.

Library, ICT and Physical Infrastructure / Instrumentation

The college Library is the heart of the college. ? The college library houses in the separate wing. Library consists of two (02) stack rooms, two (02) reading rooms, and a wash room. ? The college has a full time Librarian assisted by his associates, and a library committee, consisting of 6-7 faculty members for the smooth working of the library. The library is equipped with Customized Library Automation Software and had been upgraded by Bi-Lingual Soft Lib Ver 4.0. The library provides e-resources and e-journals through INFLIBNET and N_LIST . At present ,the accession, issuing and returning and OPAC services in the library are partially computerized . ? The library has also provided INTERNET service to students and staff members. Display of new arrivals is in practice for recent updates. ? The College library organises programmes for fostering the reading habit among the students. ? This year library stock was enriched by addition of 756 new text books on various subjects, 01 reference books, 151 journals, 363 books on the general topic, magazines and diwali ank (issues). ? To imbibe reading habit and culture among students, The Best Library User Award has been instituted.

Research and Development

Research Promotion Cell promotes to organize International /national conference,workshops for staff members and students. This is evident by increase in the number of publication and participation in conferences, workshops and other research related activities. • 06 research papers have been published in the UGC listed national and international journals. • The cell encourage teachers to participate in conferences/ seminars. College teachers participated in 53 conferences/ seminars. • Incentives are given to teachers for their research works. • 08 books have been published by the college teachers. • Published a national research journal (half yearly) on Social Issues and Problems bearing ISSN (22783199) by the college.

<p>Examination and Evaluation</p>	<p>The institute takes following efforts in examination. On the basis of classes and units, the time table for unit test is prepared, and displayed on the notice boards and academic calendar. Teachers and students follow the schedule. On conclusion of the tests, teachers discuss responses. Evaluation : The marks, students obtain in unit tests, term exams, internal assignments, project works and in other evaluation part are shared with students, and in the staff council meeting. Reformatations in CIE are started as -</p> <ul style="list-style-type: none"> • Maintenance of the records of Internal Assignments. • Discussion with students on the scheme of marking for theory examination and internal assignment (20). • Undertaking some innovative practices like viva-voce, students seminar, home assignments, field visits, reporting project works, students responses as per the university norms for each paper- subject. Students are assessed on the basis of the parameters instructed by the university viz. class test, attendance, project assignments, seminar presentation, study tour, industrial visits, visits to higher learning institutes, field visits, group discussion and other parameters instructed by the university.
<p>Teaching and Learning</p>	<p>In addition to regular Black-board teaching method , teachers are also encouraged to make use of audio- visual aids in teaching like the use of OHP, LCD, models, charts. Staff members and teachers are encouraged to use e-books, e-journals under INFLIBNET. Teachers are encouraged to participate in faculty development programme to impart teaching qualitatively. Teachers performance is appraised and monitored by annual PBAS. Teachers follow innovative teaching learning method like Interactive Method, Project based Learning, Experimental Learning Method, creative learning, etc.</p>
<p>Curriculum Development</p>	<p>As the college is affiliated to RTMNU, there is no scope for curriculum development. However, the teachers of the college have been appointed/ elected on various university bodies. They put forward their thoughts before all members and see to it that their views are accepted and implemented.</p>

They participate in workshop intended for syllabus framing and updating.

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

E-governance area	Details
<p>Planning and Development</p>	<ul style="list-style-type: none"> • The college regularly organizes workshops for non-teaching for improving their working ability. • Computer literacy programme is organized • Digi Soft Lib.software is used for effective management of library • Library is automated using Integrated Library Management System (ILMS) • Administrative office is managed with computers, printers, photocopiers, fax. etc. • The library offers e-journal facility through INFLIBNET. • All departments have computers with Internet facility
<p>Administration</p>	<ul style="list-style-type: none"> • The college campus is under surveillance of CCTV. • Master software is used for office management • Admission process is carried out using computers • Computer generated Identity cards and library cards are issued.
<p>Finance and Accounts</p>	<ul style="list-style-type: none"> • Master software is used for office management • Accounting, Fees collection and maintaining records of scholarship is maintained using computers.
<p>Student Admission and Support</p>	<ul style="list-style-type: none"> • Centralized Campus Management System (CMS) software is used for online admission process. • Online centralized admission process for admission to PG classes is carried out by the affiliating university. • The college website: www.snmorcollege.org.in has detail information. • The seminar hall and conference hall are well- equipped with multimedia and other facilities and are used for conducting seminars and guest lecturers. • The entire campus is Wi-Fi enabled, facilitating open access for staff members and students. • Library has software OPEC for borrowing -lending process. • The college has partial Digital Library with 04 computers and Internet facility
<p>Examination</p>	<p>Main examinations (theory and practical) are conducted by the affiliating university. The college conducts various examinations for internal assessment purpose:</p> <ul style="list-style-type: none"> • The tentative schedule of examination- unit test, annual test, submission of internal assessment book, home

assignments, field report, project report, seminar through PPT is published well in advance • The college departments have liberty to consider one or more criteria for the assessment and allotment of the internal assessment marks to the students • Valued answer books are given to the students and discussed for better writing skill, to resolve grievances, if any. • Records of internal assessment marks are maintained by departments.

6.3 – Faculty Empowerment Strategies

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

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

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	One day workshop on Use of ICT in Teaching and Learning Process	Two Days workshop on Formatting Word Document and Excel Worksheet	18/06/2018	19/08/2018	33	16
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development Programm	1	04/12/2018	06/12/2018	2
Refresher Course	4	10/10/2018	30/04/2019	21

Short Term Course	1	01/10/2018	06/10/2018	6
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Group Insurance, Maternity and Paternity leave, GPF/DCPS/CPF,LTC, Home Town Concession, Teacher welfare funds at University, College Credit Cooperative society, LIC and R.D. facility.	Group Insurance, Maternity and Paternity leave, GPF/DCPS/CPF,LTC, Home Town Concession, College Credit Cooperative society, LIC and R.D. facility.	Bursaries at college level, LIC, Scholarships of GOM and GOI, Free Training classes through College Career Guidance and Placement cell, Annual Medical Checkup and TA and DA for participation in Cultural and Sports activities, Students welfare funds at University, MSRTC bus and Railways concessions, and Book Bank.

6.4 – Financial Management and Resource Mobilization

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

<p>The annual income and expenditure statements are regularly subjected to an internal audit and three types of external audits: The internal audit, by an auditor (a Chartered Accountant) appointed by the Gondia Education Society, Gondia, and External audits, by the Office of the Joint Director, Higher Education, then, by the Senior Auditor, Govt. of Maharashtra and finally, by the office of the Regional Auditor General, Nagpur. In both the cases, the statements are examined pin point.</p>
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
1. Shri Durgaprasad Saraf Charitable Trust ,Tumsar and 2. Cash Prize by teacher and others.	19535	As Scholarship
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6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External	Internal

	Yes/No	Agency	Yes/No	Authority
Academic			Yes	College AAA Committee
Administrative	Yes	Joint Director, Govt. Of Maharashtra	Yes	College AAA Committee

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

1. Regular Parent Teacher Meet. 2. Valuable suggestion of Parents are accepted after discussion . 3. The development and progress of the ward are conveyed to parents.

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

1. Training programme/workshop on computer awareness organized for Non-teaching staff members. 2. Workshop organized by Women Development Cell for awareness on Sexual Harassment at Work place. 3. Training facilities are available for supporting staff as and when required.

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

1. Library reading room facility expanded. 2. Quality enhancement efforts strengthened through IQAC. 3. A perspective plan for future development is created.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Workshop on Use of ICT in Teaching and Learning process	06/08/2018	06/08/2018	06/08/2018	33
2018	Workshop on Formating Word Document and Excel Worksheet	18/08/2018	18/08/2018	19/08/2018	16
2018	Inculcate reading habit among the students	15/10/2018	15/10/2018	16/10/2018	149
2019	SWAYAM awareness programm	02/04/2019	02/04/2019	05/04/2019	267

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
World Womens Day	08/03/2019	08/03/2019	80	12

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

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

The college has taken following steps towards Environmental Consciousness and Sustainability/Alternate Energy: 1. Adopted Rain water harvesting system with the well in the college. 2. Rain water collected during rainy season is being use as distilled water in Botany, Zoology and chemistry laboratories. 3. Hand washed water is directed for watering towards plants carries. 4. Regular plantation activities in and outside the college premises undertook. 5. Efforts are being made to maintain the plastic free campus. 6. Installed Solar panel in the college premises which saved the electricity at some extent. 7. Maintaining the indoor potted plants inside the corridor of the college. 8. Green Audit initiated in the college.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	0
Provision for lift	No	0
Ramp/Rails	Yes	0
Braille Software/facilities	No	0
Rest Rooms	No	0
Scribes for examination	Yes	0
Special skill development for differently abled students	No	0
Any other similar facility	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	0	26/09/2018	1	Exhibition on Wild Medicinal Plants	To know the medicinal and nutri	40

					and veget ables	tional values of local plants	
2018	1	0	12/12/2018	1	Guest lecture on Medicine free life and alkaline water	Healthy Life	85
2018	0	1	21/06/2018	1	Celebrati on of Int ernationa l Yoga Day	Awareness about Yoga and Health	50
2018	0	1	17/07/2018	1	Inaugurat ion of World Pop ulation Day	Rise in P opulation - Problems and Solutions	150
2019	0	1	28/02/2019	1	Celebrati on of Science Day	Inculcate Scientifi c Tempera ment	137
View File							

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

Title	Date of publication	Follow up(max 100 words)
Code of Conduct for Student, Teachers, Non-teaching staff and Principal	25/06/2019	Code of conduct focus on Teachers and their responsibilities, teachers and students relationship, teacher and behaviour with their colleagues, teacher and authorities, teacher and non-teaching staff, teachers and gurdians, teachers and society, Principal responsibilities and responsibilities of Director of physical education and librarian.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Chhatrapati Shahu Maharaj Jayanti	26/07/2018	26/07/2018	111
Birth Anniversary of Rangnathan	09/08/2018	09/08/2018	57

Independence Day	15/08/2018	15/08/2018	236
Celebration of Teachers Day	05/09/2018	05/09/2018	430
Birth Anniversary of Mahatma Gandhi	02/10/2018	02/10/2018	45
Birth Anniversary of APJ Abdul Kalam	15/10/2018	15/10/2018	84
Death Anniversary of Dr. B. R. Ambedkar	06/12/2018	06/12/2018	67
Birth Anniversary of Kusumagraj	27/02/2019	27/02/2019	79
Birth Anniversary of Savitribai Fule	03/01/2019	03/01/2019	123
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Regularly organized plantation program in the college premises. 2. Use of polythene bag and plastic ware are strictly prohibited. 3. A campus cleaning program is regularly organized by NCC and NSS units. 4. Potted indoor plants are kept inside the corridor of the college. 5. Guests are honored by plants sampling instead of bouquet during programs.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Practice No.1 Title of the Practice: Promotion for Generation of Skillful Human Resource. Objective :- 1.To train the students for skilled Human Resource. 2. To reduce the job dependency and encourage for the self employment. Context:- Presently, due to increasing population in country the job opportunities are limited and in turn is an extra burden on nation's economy. The jobs in government /semi-governments /enterprises are shrinking due to government policies, in such adverse situation the youth of the country is under dilemma. On other hand, the educational institute /Universities catering book based education and thousands of the pass out students have only the bookish knowledge and failed in expressing their talent during interviews or demos. The educational institutes and Universities in India are producing unskilled manpower which results in the increasing unemployment in the country, and in near future it would be more worse. This situation could be changed if we would have the skilled or experienced hands. Keeping in mind such adverse situation, the college has decided to start some programme to impart skill to the college students, so that our students in near future would get jobs in industries/factories or they may start their own business or enterprise. The Practice: The college Entrepreneurship and Skill Development committee has started organizing program and workshops on the training since last few years. In the training cum workshop the experts in the field of their interest are invited to the college. They extends their skills to the students in their respective fields. In addition to this lectures are also organized on sale management, production management and the students are told how to start small business or enterprise of their own or how to becomes expert /skillful in their respective fields. In past many workshops cum lectures were organized ,namely workshop on Amla Candy Processing, Utility Bag making and lecture on E-Commerce, and organization of Anand Mela which provided a platform to the students for making items and selling them. This year, under Pradhan Mantri Kaushal Vikas Yojana (PMKVY),Govt. of India, Air Line Customers Service

Executives training was conducted to generate skillful individual, free of cost. Many students showed their interest and joined the scheme. Upon successful completion of the training the students were assessed by online examination and awarded certificates. Evidences of Success: After display of notice regarding the Pradhan Mantri Kaushal Vikas Yojana (PMKVY), around 500 students from all faculties registered themselves for Air Line Customers Service Executives training. Many of them successfully completed the training and were awarded the certificate of acquiring necessary skill for the Air Line Customers Service Executives. Problem Encountered and Resources required: The committee did not face any major problem while conducting the training. The resources were sanctioned and arranged by the external agency in addition to the college infrastructure. Practice No. 2 Title of the Practice : Career counseling and guidance for students. Objectives : 1.To encourage and motivate the students for competitive examination. 2. To organize programme on career guidance /counseling for students . 3. To organize test examinations on different competitive examinations. Context: Today is the world of competitive examination. The recruitments are done through different boards/ state and Union commissions. The aim of the board /commissions is to check the individual's fitness for the post by analyzing him/her from all angles of development, in other words, all round development. Keeping in mind, the superiority, the best one gets selected. Presently, enrolled students are having poor knowledge regarding how to get job or what to do after having degree. In this connection, college has decided long back to establish a Career Counseling and Placement Cell which looks after all the activities related to the Career counseling, guidance and placement of the students. The said cell has been working with full efficiency since last five years . The cell helped many students in shaping their career in different fields. The Practice: The college Career Counseling and Placement Cell was established long back with the aim to encourage and motivate the students for competitive examinations organize guest lectures on the career guidance /counseling and test examinations on different competitive examinations for the benefit of students. Since last five years, this practice has been continuously adopted by the cell. During this session, many program have been organized. Initially the aims and objective have been stated to the students by notifying and encouraged to join the cell. A students' Forum was established, which was responsible for students help and organization of the activities. Round the year workshops, guest lectures, shows on documentary on Indian constitution and Interviews of selected toppers of IAS,IPS and others and guidance program, competitive examination test series have been organized. At the end of the session prizes were distributed to those who stood best in the overall activities of the cell at the hands of the guest to encourage the students. Evidences of Success: Total 303 students registered their names and regularly attended and participated the program and activities organized by the cell. During this session, 06 students got recruited in different forces, 04 to Indian Army, 01 as PSI through MPSC and 01 got selected as Police constable in Maharashtra Police Force. Problem Encountered and Resources required: The committee smoothly conducted the program throughout the year. The resources were provided by the college.

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

http://www.snmorcollege.org.in/activities/best_practices_2018-19.pdf

7.3 – Institutional Distinctiveness

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

The college's and Society's vision clearly states that "To promote education

for the development of personality ... making him a useful member of society."

In this direction the college has been performing well in the following distinctive areas. The college is placed in an underprivileged and backward region. The college has been offering co-education since 1965. In the last few years, a substantial growth in the number of the girl students is conspicuous.

This trend is definitely due to the practices adopted by the college in providing safety, security and conducive environment for girls for study on the college premises. The practices adopted by the college are : ? Staff members are always co-operative and supportive in all respects. ? The college campus is under the surveillance of CCTV and observant eyes of the principal. ? Spacious and cozy girls' common room with attached lavatory. ? Regularly organizing programmes on women's emancipation, empowerment and self-employment. ? Quite trustworthy from the safety point of view as staff members keep keen eyes on the college campus. ? In addition to boys, girl students are also motivated to participate in various extra and co-curricular activities. As a result, girl students have shined in many fields. ? The College Career and Placement Cell organizes useful and inspiring guest lectures, provides coaching, and also organizes mock competitive examination, in such activities, more girls students are participating and benefitting a lot. ? Due to conducive atmosphere in sports department of the college, girls students have shined one by giving excellent performances in the university competitions. ? Girl students may join N.C.C These practices generated trust and created an environment conducive for studying. The college N.C.C. unit is distinct from others in having capacity to produce a mature cadet for the Indian army. A very good number of N.C.C. cadets are serving in Indian army. The girl cadets shown their excellence by participating in R.D. parade in New Delhi, giving the message that women are equally efficient to take on any responsibility/ work. Thus, the N.C.C. unit of the college has been creating personalities useful to society. N.C.C. cadets donate blood to Govt. Hospital every year, spreading the message of social sense and responsibility. During the curriculum delivery, the college organizes many extra and co-curricular activities. The college staff, retired teachers and well-known persons have constituted cash prizes for meritorious students, which act as an incentive for students to excel in exams and motivate them to do better.

Provide the weblink of the institution

http://www.snmorcollege.org.in/insti_dist.html

8.Future Plans of Actions for Next Academic Year

Future plan for the Academic session 2019-20 ? To prepare college Academic calendar for the session 2019-20. ? To form and execute the work allotted to different committees in the college ? To construct the ICT hall/ room for ICT enabled teaching and learning in the college. ? To establish linkages with industries, institutes and local NGOs. ? To encourage the faculty members for the outreach extension programmes. ? To further strengthen the Career and Guidance Cell of the college. ? To organize programmes on women development and gender sensitization. ? To enhance the students' participation in games and sports activities. ? To organize socio-economical survey in nearby villages. ? To organize students workshop/certificate course on skill development. ? To enhance the research and publication activities in the college. ? To undertake plantation programme in college and nearby public places.