Yearly Status Report - 2019-2020

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**
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 Nandlal 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_2018-19.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/academics/academic_calendar_2019-20.pdf

5. Accrediation Details

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**
3	**B**	**2.07**	**2020**	**14-Feb-2020**	**13-Feb-2025**

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
Regular meeting of Internal Quality Assurance Cell (IQAC) are organized.	14-Mar-2020 01	17
Regular meeting of Internal Quality Assurance Cell (IQAC) are organized.	06-Jul-2019 01	17
Regular meeting of Internal Quality Assurance Cell (IQAC) are organized.	26-Nov-2019 01	17
Annual Quality Assurance Report (AQAR) is submitted to NAAC within stipulated time period.	13-Mar-2020 01	0
Feedback from all stakeholders (students, employers, alumni and parents is regularly collected, analysed and used for improvements	27-Mar-2020 06	100
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**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 calendar is prepared. 2. College time table is published in time 3. Verification of staff self appraisal forms. 4. Feedback collection and analysis and and used for improvements. 5. Execution of curricular, cocurricular and extracurricular activities as per the College Academic Calendar.

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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 college Academic calendar for the session 201920.	Achieved Prepared college Academic calendar for the session 201920.
? To form and execute the work allotted to different committees in the college.	Achieved In the college different committees were formed and works were allotted to them which they executed.
? To construct the ICT hall/ room for ICT enabled teaching and learning in the college.	Not Achieved The ICT hall/ room for ICT enabled teaching and learning in the college could not be constructed.
? To enhance the research and publication activities in the college	Achieved Many research papers and books were published in the college.
? To encourage the faculty members for the outreach extension programmes.	Achieved The faculty members for the outreach extension programmes were encouraged and eventually, many outreach progeammes were organized
? To further strengthen the Career and Guidance Cell of the college.	Achieved The Career and Guidance Cell of the college was further strengthened, and eventually, the Career and Guidance Cell organized programmes.
? To organize programmes on women development and gender sensitization.	Achieved Programmes on women development and gender sensitization were organized.
? To enhance the students' participation in games and sports activities.	Achieved Students were encouraged to participate in games and sports activities, and it brought very good results.
? To organize socioeconomic survey in nearby villages.	Achieved Socio-economical survey in nearby villages were conducted.
? To organize students workshop/certificate course on skill	Not achieved Students' workshop/certificate course on skill

	development could not be organized.
development.	

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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
College Development Committee	**09-Sep-2020**

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	**2020**

Date of Submission	**04-Feb-2020**

17. Does the Institution have Management Information System ?	**Yes**

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**Our institution has a very useful and robust Management Information System (MIS). Our Gondia Education Society provides us all required modules to operate the MIS. We have many currently operational modules as enlisted below 1. Admission : Students fill in application forms and submit them. After scrutiny, the list of students eligible for admission is displayed along with the dates for admission and room numbers. The college prospectus, which is available on the college website, has information on eligibility criteria, rules and regulations and fees. 2. Administration : Students pay fees at the fees counters, and are given receipts. For admission, fees collection, categorywise classification of enrolled students, and other works related to admission Mastersoft Cloud software is used. 3. Correspondence : All official correspondence is done through Internet, that is digitally, and Information about important days, celebrations, holidays, examinations, etc. is maintained electronically (on**

electronic board) and also displayed on notice boards. 4. The college website : The college website is the mirror of the institution. It has information on all academic and administrative activities, faculty profile, events, NAAC related activities, the college prospectus, and nearly everything. The College Website Upgrade Committee works diligently and continuously for updating it. 5. Library : Library is the backbone of an educational institution. So is true about our institution. All transaction, lendingborrowing of books, stock maintenance all activities, etc. are done through Digi Soft Lib. Version 5.0 software. Transaction of books is maintained by Barcode, and holidays and Sundays are also maintained in library software (in order to skip holidays in the stipulated time period). The college website is all informative and the institutes MIS (Management Information System) with operational modules is so robust that one may get required information at a click.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The college is affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur. All programmes/ Courses taught in the college are approved and prescribed by the university. The university provides framework, curriculum, syllabus, unit-wise marks distribution, question paper pattern, the list of the text books, reference books, etc. The institution has a robust mechanism for curriculum delivery and documentation. • Academic Calendar: The College Academic Calendar Committee prepares the academic calendar well in advance, and circulates it among the faculty members. • Appointment of the staff: The college calculates workload and reports the governing body, Gondia Education Society, Gondia (GES) about the deficient staff, if any. GES appoints staff members following the State Government's and the UGC's rules and regulations. Meanwhile, if the permanent staff cannot be appointed, the college appoints contributory (CHB) staff members. • Time Table: In the beginning of the session, the College Faculty-wise Time Table Committees prepare and display time tables on the notice boards and the college website. • Workload distribution and planning: Workload is distributed as per the norms of the UGC/ Central Government/ State Government/ the affiliating university, departmental time table is prepared. Activities as per the academic calendar are executed. Subjects and topics are allotted as per teachers' interest and expertise for effective teaching-learning. • Teaching Methodology: Teachers use modern teaching method like OHP, LCD projector, Interactive board, Computer aided teaching, Group discussion, Demonstrations, Models, ICT enabled teaching,

Whatsapp Groups, etc. • Teachers plan topics in teachers' diary, mark presence in attendance registers, conduct unit tests, give assignments' questions for internal assessment and/or award marks based on periodic unit tests/ assignments/ daily attendance/ seminar reports/ project works, etc. In practical examination, marks are awarded based on assessment of answer sheets, practical and viva voce, and online marks are filled. Often teachers engage extra classes to cover syllabus, and also offer extra time for the late admitted students. • Co-curricular and Extra- curricular Activities: The college organizes activities like 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. 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, it obtained through feedback, and the same is reported to the principal, who looks into the matter, and passes on suggestions/ instructions to the concerned, ensuring proper working and necessary improvement. In order to inculcate quality culture, IQAC suggested changes and measures like biometric machine for staff attendance, submission of teachers' diaries, students' attendance registers, stock verification reports and yearly report of activities at the end of the academic session, and the suggestions were implemented. IQAC gives valuable suggestions for optimum utilization of the existing infrastructure and also welcomes suggestions from departments/ committees/ cells/ associations/ faculty/ stakeholders, and seeing their feasibility, 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
00	00	Nil	00	00	00

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 !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

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

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
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
BSc	Survey on Rain Water Harvesting System Adopted by Tumsar Town People (Ecological Survey)	46
BSc	Life Long Education & Extension -- Socio-Economic Survey of Tribal rehabilitated village Susurdoh (Socio-Economic Survey)	120
BA	B.A. I - Life Long Education & Extension- -- Socio-Economic Survey of Tribal rehabilitated village Susurdoh (Socio-Economic Survey)	120
BA	B.A.II -Environment and Geography -- Socio-Economic Survey of Tribal rehabilitated village Susurdoh (Socio-Economic Survey)	120
BA	B.A.III - Geography - Socio -Economic Survey of Village Ambagarh (Socio -Economic Survey)	17
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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

The college obtains feedback from four stakeholders namely, students, alumni, parents and employers on various issues and parameters. 1. Students feedback on teachers: Students feedback on teachers is obtained through structured feedback forms on parameters like communication skill, interest generated by the teacher, ability to integrate content, accessibility of the teacher to students and ability to design quizzes/ examinations, etc. to understand the course, knowledge base of the teacher, sincerity of the teacher and overall rating. The random sampling method is applied from students on each teacher of the

institute by the final year students at the end of the final examination. A random sampling of 25 students is considered for each teacher. The feedback is sought on 4 point scale for grading. (Score 1 stands for Very good- score 4 stands for Unsatisfactory). Score is statistically calculated. The data so obtained is analyzed by the IQAC and graded as very good, good, satisfactory, unsatisfactory, and submitted to the principal for necessary action to be taken by the CDC in case a teacher is found below the desired level. 2. Alumni feedback: Feedback from the former students is obtained on the overall performance of the college during Alumni Meet using Alumni Feedback Forms. The Feedback form contains questions on academics, administrative and support services available in the college. A random sample of 25 students is considered for statistical analysis/ calculation. Feedback collected is analyzed on four point scale by the IQAC and put before the principal for further improvement of the institute. 3. Parents feedback: Feedback from parents on the overall working of the college is taken from the parents of students. A random sample of 25 parents is considered for the feedback. The feedback is on the points - superiority of the college in the area, proud to have discipline in the college, adequate facilities available in the college, safety measures in the college, behaviour of the college employee with students, conducive learning environment in the college, availability of teachers for students, platform for all-round development of students, and curriculum standard. The same issues, if therein, are also discussed during the parent-teacher meeting in the college, some are resolved in the meeting, while others are put forward before the principal for further necessary action to be taken. 4. Employers feedback: The college employer feedback committee visits the employers places and records their views on the performance of the ex-students of the college, i.e. alumni, working at their places as their employees. The Employer feedback committee seeks employers views on the syllabi taught, communication skill, curriculum changes as per the need, performance of the former college students and their willingness to shoulder responsibilities by providing feedback forms. The duly filled in feedback forms are analyzed by the concerned committee of IQAC, and placed before the principal for discussion on the issues criticized by the employers for the improvement of the college for benefits of students. A random sample of 25 ex-students is 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
BA	Humanities	420	529	420
BSc	Science	220	500	224
BCom	Commerce	220	220	179
MA	Economics	80	34	34
MA	Political Science	80	60	60
MCom	Professional	60	60	60
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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	Number of students enrolled	Number of fulltime teachers	Number of fulltime teachers	Number of teachers

	in the institution (UG)	in the institution (PG)	available in the institution teaching only UG courses	available in the institution teaching only PG courses	teaching both UG and PG courses
2019	1652	235	33	Nill	33

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
33	30	6	2	2	6

View File of ICT Tools and resources

View File of E-resources and techniques used

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

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 displays list of the teachers as the mentors to the classes. Regular full time teachers are appointed as mentors to the classes. The same notification is also circulated among students. In the beginning of the classes, the teacher identifies the level of the students as slow and advanced learners on the basis of the marks obtained in the 12th Std and their ability to answer questions, involvement in the discussion and interaction, and 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 him/ her to take parts in the co-curricular and extra-curricular activities organized by different departments, cells and units of the college, and tell him/ her about how to take benefits of the support services available in the college.1887

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1887	19	1:99

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	33	21	1	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
2020	Dr.Jagannath Vishvnath. Gadpayle	Assistant Professor	SIR J.D. HOOKER AWARD FOR YOUNG TAXONOMIST Interdisciplinary National conference on organized by Deptt.of Botany Deptt. Of

				Commerce,Dr. Ambedkar College,Deekshabhoomi,Nagpur

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester- end/ year- end examination
BCom	Commerce	Semester VI	30/04/2020	24/11/2020
BCom	Commerce	Semester IV	30/04/2020	25/09/2020
BCom	Commerce	Semester II	30/04/2020	15/10/2020
BSc	Science	Semester Vi	30/04/2020	23/11/2020
BSc	Science	Semester IV	30/04/2020	16/10/2020
BSc	Science	Semester II	30/04/2020	16/10/2020
BA	Humanities	Semester VI	30/04/2020	23/11/2020
BA	Humanities	Semester IV	30/04/2020	17/10/2020
BA	Humanities	Semester II	30/04/2020	17/10/2020
MA	Economics	Semester IV	30/04/2020	28/11/2020

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

Since all the programmes in the 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 considered for the assessment. The university allowed institutions to assess students through Internal Assessment and practical course work. The university allotted 20 marks (for the papers of 100 marks) and 15 marks (for the paper of 75 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, assessment of the subject 'Environment Studies' is done based 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, and home assignment, and also tell importance of the attendance. The scope of the topic, details about marks awarding system, and the effective ways of presenting seminars, style and skill of drafting are discussed. Presentation/submission of project works, write-up of home assignment are taken into consideration for awarding 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 convene meetings with staff members and distribute the curriculum workload with consensus, and also decide co-curricular and extra- curricular activities to be organized. Discussions over other matters coming up on time as well as evaluative measures to be applied round the year are held, and the same is recorded in the minute 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 it 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 found therein. All teachers determine and vow to do better, and 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
MCom	MCom	Professional	22	21	95.45
MA	MA	Political Science	46	41	89.13
MA	MA	Economics	8	8	100.00
BCom	BCom	Commerce	120	118	98.33
BSc	BSc	Science	118	118	100.00
BA	BA	Humanities	83	78	93.97
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2.7 – Student Satisfaction Survey

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

https://www.snmorcollege.org.in/feedback_report/sss_2019-20.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding	Total grant	Amount received

		agency	sanctioned	during the year

No Data Entered/Not Applicable !!!

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date

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
Sir J. D. Hooker Award for highly esteemed contribution in the field of plant Taxonomy	Dr. Jagannath V. Gadpayale	Department of Botany Dr. Ambedkar College, Deekshabhoomi, Nagpur	01/02/2020	Regional

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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

No Data Entered/Not Applicable !!!

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
01	00	00

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

Name of the Department	Number of PhD's Awarded

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)
National	Economics	1	Nill
National	Marathi	1	Nill
International	Commerce and Management	1	Nill
International	Physics	3	2.5
International	English	1	Nill

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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
Commerce and Management	1
Home Economics	1
English	1
Mathematics	1
Marathi	1
Political Science	2
Sociology	1
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 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Structural, magnetic, and thermo-magnetic properties of NiMn Y-Type strontium nano-hexaferrites	Vijay V. Warhate	Journal of Alloys and Compounds	2019	7.6	Department of Physics, S. N. Mor College, Tumsar,	2
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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 !!!						
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 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	13	44	5	3
Presented papers	8	11	Nill	Nill
Resource persons	Nill	1	1	Nill
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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
Health checkup camp (HIV sickle cell, Blood group testing	Women Cell/ General Govt. Hospital Tumsar	6	150
Blood donation	NCC/ General Govt. Hospital, Bhandara.	3	19
A one-day workshop on combined defense services	Career Guidance and placement cell/ Arjun Career Academy, Bhandara	1	227
A one-day workshop on banking services examinations	Career Guidance and placement cell/ Career Campus Academy, Nagpur	1	94
One Day Workshop (Training) on Gramodyog (Rural industry)	Career Guidance Cell/ Govidnyan Kendra, DeolaparTah.Ramtek Dist. Nagpur.	5	120
A lecture on malnutrition: Problems and measures, and workshop for (nutritious) laddu making	Women Task force and Dept. of Home economics/ Grampanchyayat, Mitewani	5	25
Health check up camp (HIV sickle cell, Blood group testing)	NSS, NCC / General Govt. Hospital, Tumsar	3	321
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
a) WrukshaDindi b) Rally c) Gram Swachhata Abhiyan d)	NSS , R.T.M.Nagpur university, Gram panchayat Bagheda	College NSS Camp	3	107

Saksharta Abhiyan e) Andh ashradhaNirmula n				
Spreading Awareness about Voting	NSS, Tahsil Office Tumsar	Voter Enrollment, Voting Counting Campaign	7	150
Awareness about National Language Hindi	NSS, NeharuYuvaKenra	Hindi Pakhawada	5	41
Environment Conservation	NCC	Tree Plantation	35	52
Yoga Day	NCC	Yoga Day	35	52
Swachchha Bharat	NCC	Swachchha Bharat	1	52
Expedition	NCC	Cycle Expedition	1	46

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
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**
Classrooms with Wi-Fi OR LAN	**Existing**
Value of the equipment purchased during the year (rs. in lakhs)	**Newly Added**
[View File](#)	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}			
Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Digi Soft Lib.	**Partially**	**Version 5.0**	**2015**

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	**10450**	**1508381**	**734**	**157046**	**11184**	**1665427**
Reference Books	**2296**	**263257**	**Nill**	**Nill**	**2296**	**263257**
Journals	**1069**	**121666**	**124**	**22946**	**1193**	**144612**
CD & Video	**121**	**Nill**	**1**	**Nill**	**122**	**Nill**
Others(specify)	**3710**	**754845**	**382**	**63038**	**4092**	**817883**
[View File](#)						

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/	Others

								GBPS)	
Existin g	35	16	4	0	0	5	8	5	0
Added	3	3	0	0	0	0	0	0	0
Total	38	19	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 incurredon maintenance of physical facilites
2331600	733159	882000	237371

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 to be done. 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 the 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 in the 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 as per the college time table. 2. Precautionary measures are taken while handling various hazardous chemicals, equipment 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 (Computers) :- Utilization and Maintenance of Computer Science Laboratory 1. Class-wise 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 (Claas- rooms) :- Utilization and Maintenance of Class rooms 1. Well ventilated and well-furnished classrooms are provided to each class 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, if needed, and regularly looks after the maintenance of class rooms. Academic Facility (Library) :- 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	1276	8158170
b)International	Nil	Nill	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Yoga and Meditation	01/07/2019	61	Games and sports
Soft Skill	01/07/2019	709	Skill Development Cell of the college
View File			

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 passedin the comp. exam	Number of studentsp placed
2019	Career Guidance and placement Cell	772	43	Nill	15
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
No Data Entered/Not Applicable !!!		

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
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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
2020	5	BA	Political Science	S.N.Mor College tumsar	MA
2020	3	BA	Economics	S.N.Mor College Tumsar	MA
2020	25	BCom	Commerce	S.N.Mor College Tumsar	MCom (Prof essional)
2020	1	BSc	Zoology	Bajaj College of Science Wardha	Msc
2020	1	BSc	Zoology	Institute of Science Nagpur	MSc
2020	1	BSc	Zoology	Sevadal Mahila College Nagpur	Msc
2020	4	BCom	Commerce	J.M. Patel College Bhandara	MCom
2020	2	BSc	Botany	Vidyabharati College Selu	MSc
2020	2	BSc	Botany	PGTD RTMNU Nagpur	MSc
[View File](#)					

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

Activity	Level	Number of Participants
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 year 2019-20, the college had formed its own SRC body, which was active in a true sense. At least, one 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. Student council representatives render their valuable services in various activities of the college in response to the national call. They contribute wholeheartedly in 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:
25

5.4.3 – Alumni contribution during the year (in Rupees) :
0

5.4.4 – Meetings/activities organized by Alumni Association :
1. Meetings (Executive Committee) -02 2. Activities - 03

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, the Institution believes in working for the welfare and betterment of the masses. The institution believes and functions in accordance with the principles of democracy. The working and governing processes are decentralized and, in every activity, they are applied. The College Management, Gondia Education Society provides all support and free hand for proper decision and utilisation of funds for the betterment of Academic, Curricular activities, infrastructure and the Institution as a whole. The participative management is discerned in its true spirit. 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. Two practices of decentralization and participative management during the last year are as such : 1. The Annual Cultural and Sports Meet - 2019 was organized. 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 were formed for successful organization of the meet. The programme in-charge 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. 2. In these days of cut-throat competition, an institution ought to impart useful competitive and career oriented skills to students. The college Career Guidance Placement Cell took initiative, submitted the proposal for organizing various competitive examination oriented programmes. After getting signal for go-ahead from the institute management (CDC), programmes like Test Series, One Day Workshop on Combined Defense Services (CDS) and One Day Workshop on Banking Services were organized. The programmes could be organized by the practices of decentralization and participative management.

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

Partial

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
Curriculum Development	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. They participate in workshops intended for syllabus framing and updating.
Teaching and Learning	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, mobiles, Internet, models and 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.
Examination and Evaluation	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 shown in 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 put in the staff council meeting. Reformations in CIE are started as - • Maintenance of the records of Internal Assignments. • Discussion with students on the scheme of marking for theory examination and internal assignment (20).and for some subjects(15). • 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.
Research and Development	Research Promotion Cell encourages organizing conferences, workshops and other academic activities. Along with a number of research papers (38) published in International National reputed journals, 07 research papers have been published in the Journals notified on the UGC website by the staff members. Four papers have been published in conference proceedings. Faculty members also presented 19 research papers in national and international conferences/ seminars (8 international and 11 national conferences). One teacher received Award for Innovation in Regional category during the year. One teacher published a paper in a journal with Citation Index 7.6 (Impact factor 4.65). Teaching staff members of the college have contributed three chapters/ articles are in books and published one textbook bearing ISBN. The department of Sociology of our college has been publishing a biannual National Peer Reviewed Journal on 'Social Issues and Problems'.
Library, ICT and Physical Infrastructure / Instrumentation	The college Library is the heart of the college. The college library is located 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 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 organizes programmes for fostering reading habit among students. To imbibe reading habit and culture among students, The Best Library User Award has been instituted and is given away every year every year Library stock gets enriched by the addition of some new text Books, reference books and magazines..
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 decentralize 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 organizes medical checkup camp for students during academic session. The institution collects the self appraisal reports from the faculties, examines them and necessary instructions are passed on to the faculties.
Industry Interaction / Collaboration	Dr. M.F. Jadhao of our college has been extending his knowledge to local farmers for pest control in paddy crop, without charging any consultancy fees. The department of Botany and Mathematics had 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) respectively for research and students

	participation activities in the field of research.
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 admissions of the students in Science and Commerce faculties are on purely merit basis. In Arts faculty the admissions 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, freeships and concessions for reserve categories is clearly mentioned in prospectus. Preference is given to sports person wherever possible. All the information regarding students admission is made available on the college website.

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

E-governace area	Details
Student Admission and Support	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 detailed information. • The seminar hall and conference hall are well-equipped with multimedia and other facilities and are used for conducting seminars and guest lectures. • 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.
Examination	Main examinations (theory and practical) are conducted by the affiliating university. The college conducts various examinations for internal assessment purpose: • 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 and to resolve grievances, if any. • Records of internal assessment marks are maintained by departments.
Planning and Development	• The college regularly organizes workshops for non-teaching for improving their working ability. • Computer literacy programme is organized • Digi Soft Lib.software is used or 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.
Administration	• 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. Finance and Accounts • Master software is used for office management • counting, Fees collection and maintaining records of scholarship is done using computers.
Finance and Accounts	Our institute is run by Gondia Education Society Gondia. The College Management, Gondia Education Society provides all support and free hand for proper decision and utilization of funds for the betterment of Academic, Curricular activities, infrastructure and the Institution as a whole. The college is under 2f and 12(b), therefore UGC provides grants to grant in aided sections. The Maharashtra State Government provides grants. 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, account statements are examined pin point.

6.3 – Faculty Empowerment Strategies

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

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

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	One day workshop on Online Tools for Teaching and Learning Process	-	12/07/2019	12/07/2019	32	Nill
2019	-	Two days workshop on Microsoft Advanced Excel	08/08/2019	09/08/2019	Nill	15
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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 Program	1	18/05/2020	03/06/2020	06

Faculty Development Program	1	27/04/2020	02/05/2020	06
Short term course	1	08/06/2020	12/06/2020	06
Short term course	1	20/01/2020	25/01/2020	06
Short term course	1	20/01/2020	25/01/2020	06
Short term course	1	25/11/2019	30/11/2019	06
Short term course	1	25/11/2019	30/11/2019	06
Short term course	1	04/11/2019	09/11/2019	06
Refresher Course	1	28/06/2019	11/07/2019	21

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Group Insurance, Maternity and Paternity leave, PF/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)

The annual income and expenditure statements are regularly subjected to an internal audit and three types of external audits: The internal audit, by anauditor (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.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the

year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	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 acceptedafter discussion . 3. The development and progress of the ward are conveyed toparents.

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 forawareness on Sexual Harassment at Work place. 3. Training facilities area vailable 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
2019	One day workshop on Online Tools for Teaching and Learning Process	12/07/2019	12/07/2019	12/07/2019	32

2019	Two-day workshop on Microsoft Advanced Excel Word	08/08/2019	08/08/2019	09/08/2019	15
2019	A one-day workshop on combined defense services Through Career Guidance and placement cell/ Arjun Career Acade my,Bhandara	01/10/2019	01/10/2019	01/10/2019	227
2019	Blood donation Through NCC/ General Govt. Hospital, Bhandara.	04/10/2019	04/10/2019	04/10/2019	22
2019	A one-day workshop on banking services examinations Through Career Guidance and placement cell/ Career Campus Academy, Nagpur	24/12/2019	24/12/2019	24/12/2019	94
2020	Health check up camp (HIV sickle cell, Blood group testing) Through NSS, NCC / General Govt. Hospital, Tumsar.	17/01/2020	17/01/2020	17/01/2020	324
2020	One Day Workshop (Training) on Gramodyog (Rural industry) Through	22/02/2020	22/02/2020	22/02/2020	140

	Career Guidance Cell/ Govidnyan Kendra, Deol aparTah.Ramt ek Dist. Nagpur.				
2020	A lecture on malnutrit ion: Problems and measures, and workshop for (nutritious) laddu making Through Women Task force and Dept. of Home economics/ G rampanchyaya t, Mitewani	09/03/2020	09/03/2020	09/03/2020	81
2020	Health check up camp (HIV sickle cell, Blood group testing) Through Women Cell/ General Govt. Hospital, Tumsar.	12/03/2020	12/03/2020	12/03/2020	150

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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	12/03/2020	12/03/2020	83	13

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	Nill
Provision for lift	No	Nill
Ramp/Rails	Yes	Nill
Braille Software/facilities	No	Nill
Rest Rooms	No	Nill
Scribes for examination	Yes	Nill
Special skill development for differently abled students	No	Nill
Any other similar facility	No	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	Nill	26/09/2019	1	Exhibition on Wild Medicinal Plants and vegetables	To know the medicinal and nutritional values of local plants	36
2019	1	Nill	12/12/2019	1	Guest lecture on Medicine free life and alkaline water	Healthy Life	78
2019	Nill	1	21/06/2019	1	Celebration of International Yoga	Awareness about Yoga and	40

2019	Nill	1	17/07/2019	1	Inauguration of World Population Day	Rise in Population - Problems and	156
2020	Nill	1	28/02/2020	1	Celebration of Science Day	Inculcate Scientific Temperament	135

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

Title	Date of publication	Follow up(max 100 words)
Code of Conduct for Student, Teachers, Nonteaching staff and Principal	25/06/2020	Code of conduct focus on Teachers and their responsibilies,teachers and students relationship, teacher and behaviour with their colleagues, teacher and authorities,teacher and non-teaching

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Chhatrapati Shahu Maharaj Jayanti	26/07/2019	26/07/2019	15
Birth Anniversary of Rangnathan	09/08/2019	09/08/2019	60
Independence Day	15/08/2019	15/08/2019	200
Celebration of Teachers Day	05/09/2019	05/09/2019	165
Birth Anniversary of Mahatma Gandhi	02/10/2019	02/10/2019	15
Birth Anniversary of Dr APJ Abdul Kalam	15/10/2019	15/10/2019	72
Death Anniversary of Dr. B. R. Ambedkar r	06/12/2019	06/12/2019	12
Birth Anniversary of Savitribai Fule	03/01/2020	03/01/2020	100
Republic Day	26/01/2020	26/01/2020	200
Birth Anniversary of Kusumagraj	27/02/2020	27/02/2020	125

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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 offering 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 : Guidance for Competitive Examinations. Objective : 1. To make available to students coaching and practice for competitive examinations 2. To make available to students a separate place for study 3. To make available to students guidance from successful persons (in competitive examination) Context : It is competitive age. Competition generally means to go ahead leaving behind ones competitors. To surpass others is the key to success. To surpass, to overtake, and to overpower others- is a mantra to succeed. However, this has proved old and outdated thinking. The word I is supplanted by the word we. In this world of explosion of knowledge and information, it is beneficial if one prepares for succeeding in competitive examinations in a group, along with other aspiring students, in a class. It is desirable to work together as a team, proceed together taking hand in hand and reach the goal. It is necessary to bring all aspirants under one roof, rather it is necessary to provide class room coaching by creating conducive ambience for the preparation of the competitive examination. The diligent students are scattered here and there, it is necessary to bring them at one place and offer meticulous training for getting success in a competitive examination. It works wonder if the person who has been already successful shares with them tricks of his success, for an ignited matchstick kindles another one. The successful persons in different fields stand as a lighthouse for aspiring students. A shelf full of books on competitive examination create conducive atmosphere for study. The institute is located in rural area. Majority of students find it difficult to make both ends meet, aspiring and preparing for a competitive examination is a far off thing, a distant dream for them. Our students must remember Lord Tennysons words - strong in will / To strive, to seek, to find, and not yield, and work hard to get through in any examination. We should take onus on our shoulders for showing rays of hope. Seeing the need for guidance and imparting skills, our colleges Career Guidance Placement Cell started a novel venture. Practice : Many programmes were organized during the session. 1. Competitive Examination Students Forum was formed on 24/08/2019 to encourage students active participation. 2. The Cell organized Test Series (the third consecutive year) between 5/9/2019 and 31/01/2020 so as to build up confidence of aspirants. As many as 94 students appeared in the tests. 3. One day workshop on Combined Defence Services was organized in collaboration with Arjun Career Academy, Bhandara on 1 October, 2019. Considering students interest in armed forces the Paramvir Sec. Lt. Arun Khetrapal Armed Forces Examination Study Cell was established on the occasion. 227 students were present to benefit from guidance on combined defence services and the competitive examinations such as UPSC, MPSC, and others. 4. On the occasion of Vijay Din (16 December), the study centre celebrated Vijay Din and organized Guidance Programme. 102 students attended the programme. 5. One Day Workshop on Banking Services Examinations was organized on 24 December, 2019. 94 students participated in the workshop. 6. One Day Seminar on MPSC and UPSC exams was organized jointly with Narayana I.A.S.Academy Nagpur on 31 January, 2020. A test was conducted at the end and first three top scoring students were awarded coaching and guidance free of cost by Narayana I.A.S.Academy Nagpur. 115 students were present in the programme and took examination. 7. Intercollegiate Level Competitive Examination was organized in collaboration with Ideal Coaching Classes, Tumsar on 4 March, 2020. 260 students from different colleges appeared in the examination. Evidences of Success : Placement : In the session 2019-20, many

initiatives were taken by Career Guidance Cell in collaboration with Placement Cell. No campus placement was arranged during 2019-20, still 15 students were recruited in different fields. 10 students were recruited in Indian Army, 01 student got selected as Airman in Indian Air force and 02 student got recruited in Indian Railway. 02 were placed in other fields Problems Encountered and Resources Required : Evidently, for organizing programmes for competitive examinations, which is outside the domain of the colleges conventional curriculum, many problems and hurdles are to be encountered. Nevertheless, all obstructions surrendered before undauntable will of members of Career Guidance Placement Cell to do something worthwhile for our students. It tested skill and patience of members to form collaborations with others. Many like-minded individuals help wholeheartedly. Our enthusiastic principal, always willing to ignite minds of young aspirants offered infrastructure and resources, guided students, and let us use his acquaintances for organizing programmes. Alumni donated books on competitive examination, and the librarian along with his staff made available a separate chamber as a reading room (section) for competitive examination. The experienced colleagues shared their expertise with students. All contributed to organizing and thus, all seemingly insurmountable problems could be easily overcome. All required resources were provided by the institution. Practice No. 2 : Title of the Practice : Guidance for Entrepreneurship and self -employment. Objective : 1. To make available to students guidance for Entrepreneurship and self -employment 2. To impart to students practical knowledge 3. To make available to students guidance from successful persons (self-employed) Context : Regarding rural talent, the great poet Thomas Gray in his Elegy says, Full many a flower is born to blush unseen. The rural talent is wasted because of lack of opportunities and opportune environment. It is advisable to create conducive ambience for entrepreneurship. In this world of very few employable opportunities, it will be a yeoman service for our rural students, if we could impart to them self- employment skill. Pondering over the dire need for students to have training and technical know-how for mini scale jobs, the Entrepreneur and Skill Development Cell together with other cells come up with some concrete programmes. Some workshops and lectures of well-known persons were organized. 1. One Day Gramodyog Training Workshop was organized by Career Guidance and Placement Cell in collaboration with Environment Cell and Govigyan Anusandhan Kendra, Devlapar, Nagpur. The purpose of this workshop was to create self employment among the college students who are mostly from rural areas. Mr. Sagat Kumar, Head, Devlapar Centre, guided the students on Govansh based business, organic farming, production of Ayurvedic Medicine etc. Students visited various Gramodyog projects which were run by Govigyan Anusandhan Kendra. At the end, students were distributed handbooks on self employment information. Total 120 students participated in this workshop. 2. On the occasion of International Women's Day, Women Task Force together with Home-Economics Department organized a Lecture on Malnutrition and Measures, and a Workshop on Nutritious Ladoo Making at Mitewani to guide women of village Mitewani on diet and health care issues on 9th March 2020. The aim of organizing the programme was to enlighten the women of rural area on the importance of nutritional diet for them and their kids. Dr. Bharti D. Katekhaye, Head, Home-Economics department, through live demonstration told the present women how to prepare nutritional food. Dr. Ms. Nikita Shinde presided over the programme. 24 women and 32 kids of the village, as well as 25 girl students of the college attended the programme. The woman Sarpanch of the village, Nurse and Aanganwadi worker extended co-operation for the success of the programme. Evidences of Success : Students should get a spark of inspiration to do something adorable in their future lives. They cannot take up a task of entrepreneurship at once- nor is it expected. We can impart training arrange entrepreneurs to share their skills, expertise and experiences. The entrepreneurs should set an example and stand before them as a role model. If this is done, then we may say that we have met with success.

Students should get empirical knowledge. Our compatriots should benefit from our knowledge. That is the whole purpose of organizing workshops/ programmes. It is evident that these programmes imparted entrepreneur skill to students, which will be useful to them in future. As many as 120 students benefited from the first activity and more than 50 village folks along with 25 girl students avail themselves by the second activity. Problems Encountered and Resources Required : Always organizers encounter a lot of problems while organizing such kind of activities. It is difficult to take students to other places. Arranging resources, logistics problems right from arranging transportation, seeking consent of the parents, arranging dates and prior permission of the place to visit, arranging and inviting guests and many other problems were encountered, which we successfully solved. The head of the institution guided and helped us. All professors cooperated, and many outsiders extended help benevolently. All required resources were provided by the institution.

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_2019-20.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/inti_dist.html

8.Future Plans of Actions for Next Academic Year

Future plan for the Academic session 2020 -21 • To prepare college Academic Calendar for the session 2020-21. • 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 encourage the faculty members for the outreach extension programmes. • To further strengthen the Career and Guidance and Placement 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-economic survey in nearby villages by students. • 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. • To organize programmes for developing entrepreneurship among students. • To find solutions to increase water supply to the college through available water resources. • To strengthen the present security system facilities in the college.