

'Action Taken Report (ATR)-2021-22

Plan of Action	Achievements
To prepare and implement Academic calendar for the session 2021-22.	Achieved, Prepared Academic Calendar for the session 2021-22.
To complete the incomplete planned work in the previous year	Achieved, Much of pending work has been completed.
Formation of various committees for smooth functioning of the college work	Achieved, Formed different committees to execute the work smoothly.
To further strengthen the ICT enabled teaching and learning process in the college.	Achieved, Many departments are in practice of ICT enabled teaching. In all three faculties staff rooms have been provided computers with NET facilities for ICT enabled teaching learning process. The ICT enabled halls are available for teaching and learning process.
To establish linkages with industries, institutes, NGOs.	Achieved, The institute has established collaboration with higher learning institutes for research purposes. Attempts are being made to establish linkages with industries, institutes and NGOs.
To encourage the faculty members for the MRP	Not achieved, Some teachers have submitted Major Research Project proposal to various funding agencies for approval.
To encourage the faculty members for the outreach extension programs	Achieved Through NSS, NCC, Carrier Guidance Cell, Geography and Sociology department.
To enhance the research and publication activities in the college	Achieved, Along with a number of research papers published in reputed journals, 03 research papers have been published in the Journals notified on the UGC website by the staff members. The college teachers have published 02 Books & 04 chapters in edited Volumes/ Books, and published many papers in National/ International Conference Proceedings/ journals with ISBN. One teacher received Best Researcher Award in Marathi Samajshastra Parishad. The college has formed an MoU under DBT Star College scheme with J. M. Patel Arts, Commerce & Science College, Bhandara (Maharashtra) for exchanging scientific and technical information in the field of education and scientific research. The college has as many as 13 research supervisors and this year total 03 students have registered themselves under their supervision. Many

	teachers attended seminars/workshops, presented research papers, and were invited as Resource Persons at International/ National/ State/ Local level.
Further strengthen the Career and Guidance Cell of the college.	Achieved, Classes on career guidance have been organized throughout the year using Audio-visual aids, Mock examination and Exhibition.
To strengthen the activities of the placement cell.	Achieved, The college offers conventional education in which majority of the companies are not interested, however, through Career and Guidance Cell of the college, some students have been placed and NCC unit also played supporting role to place NCC cadets for recruitment in Indian Army force.
Organize programmes on women development and gender sensitization.	Achieved, Programmes on 'Women Development and Gender Sensitization' have been organized in the college. 1) International Women's Day was celebrated jointly by the Department of Home-Economics and Women Development Cell on 9 th March 2022, Poshan Aahar Padharwada (A fortnight on Nutritious Diet) was organized. The women folk of the village were enlightened on nutrition in their diet.
Increase the students' participation in games and sports tournaments.	Achieved, Many students have participated in different intercollegiate tournaments.
Updating of college library	Achieved, Purchased 420 text books, 14 journals, 60 magazines and 15 News papers. In this way, total addition in the library is worth Rs. 123442. Instituted Best Library User Award By the Library, Launched Inter Library Loan facility to teachers of other institutes, organized competitive test examination for students. But due to Covid 19 lockdown e very few activities took place.
To hold regular meeting with stakeholders	Achieved , Frequently, held meeting with different stakeholders.
To promote and maintain the eco-friendly atmosphere in the college.	Achieved, Efforts have been made to maintain the eco-friendly atmosphere in the college viz., plantation, greenery in corridors, plastic free college premises, installation of solar powered street lights, installing LED lighting.
To increase the extension activities.	Achieved, Extension and outreach programs conducted in collaboration with community and Non- Government Organizations through NSS and NCC : 1. The NCC, NSS, Alumni Association and College Sports Department organized Blood Donation camp in collaboration with General Govt Hospital Bhandara.

	<p>3. The college Career Guidance Cell along with NSS organized One Day Work Shop on Cyber Security in association with Police Department, and also organized Competitive Books Exhibition, and Inter Collegiate Essay Competition.</p> <p>4. NCC unit organized programmes- Cycle expedition, Blood donation, Yoga Day and Tree Plantation.</p> <p>5. NSS organized Blood Donation Camp, Cleanliness Drive, Elocution Competition, Constitution Day , Voters Day 75 Crores Suryanamaskar programme, International Womens' Day and also organised seven day NSS shibir at the village Hasara.</p>
To start self financed career oriented certificate courses.	Not Achieved , Efforts are being made to start self financed career oriented certificate courses.
To organize conferences/ workshops/symposia, etc	Achieved, Despite Covid 19 pandemic Lockdown for the major part of the year the teachers from the college organized as many as four online conferences/ workshops/ seminars as under: <ol style="list-style-type: none"> 1. Current challenges in front of Indian Society' organized by Sociology Dept. on 27.09.2021. 2. 'Wildlife Conservation in India: A Sustainable Approach' organized by Zoology Dept. on 1,2 Feb., 2022. 3 'National e- seminar under NIPAM on Intellectual Property Rights' organized by IIC and IQAC on .26 .05.2022. 4 A National Level e-Workshop on "Getting Your Voice Heard- Mastering Communicative Skill" organized by English Dept.
To start short term courses.	Not Achieved , We are trying hard, but are unable to start short term courses.
Most of the scheduled academic , extracurricular and co-curricular activities of Academic Calendar of the college are executed through different committees /Association /In charge/ activities ,etc.	
Committees /Association /In Charges/ Activities ,Etc	Achievements
Faculty-in-charge	Achieved, In the beginning of the session three, namely, Arts, Commerce and Science faculties' in-charge were appointed by the Principal for smooth functioning of the college.
Time table Committees	Achieved, Arts, Commerce and Science faculties' time table in-charge prepared faculty time tables in the beginning of the session.
Discipline Committee	Achieved, Committee members supervised and maintained discipline in the college.
N.C.C. Activities	Achieved , The following activities and programmes were performed throughout the year 2021-22. <ol style="list-style-type: none"> 1. The NCC participated in International Day of Yoga event at college. 50 cadets participated in the program.

	<p>2. The Trees Plantations program was organized by the NCC on 15 July 2021 at Chandpur and 15 Aug 2021 at College Premise. 40 cadets took part in the event.</p> <p>3. Principal Dr. C. B. Masram hoisted flag on the Independence Day 15 August 2021.</p> <p>4. The Blood Donation Camp was organised on 20 December 2021. 23 volunteers donated blood on the occasion.</p> <p>5. The Cycle Expedition was organized on 18 January 2022 to Gaimukh. 46 cadets took part in the event.</p> <p>6. Republic Day 2022 was Celebrated on 26 January and the Principal was given gaurd of honor</p>
<p>N.S.S. Activities</p>	<p style="text-align: center;">Achieved ,</p> <p>NSS organized a blood donation camp on 20/10/2021. Total 15 students voluntarily donated blood in the camp. The department organized a cleanliness drive in which 32 volunteers took active participation.</p> <p>On 17/11/2021, a guest lecture on Cyber Crime was arranged . On this occasion Mr. Nitin Chincholkar, Inspector of Police , delivered a talk on the given topic.</p> <p>On 23/11/2021, an elocution competition was organized on the topic Sabka Sath, Sabka Vikas</p> <p>Total 50 students participated in the competition. On 26/11/2021, Constitution Day was celebrated</p> <p>Total 52 students were present in the program. Dr R K Dipte delivered a talk on Constitution.</p> <p>On 25/10/2021, Voter's Day was celebrated in which Prof. Kishor Netam delivered a talk on the given topic. Total 150 students were present.</p> <p>75 crores Surya Namaskar exercise were performed on 9/2/2022. 200 students performed on the occasion. World Women's Day was celebrated on 8/3/2022. Dr Aruna Bawankar, HoD, Geography, guided on the ocasion. There was a Road Safety Awareness programme .</p> <p>2 volunteers participated in N.S.S. State Level Camp and 3 in University level camps.</p> <p>The annual NSS Camp was held at Hasara village in Tumsar tahsil from 21st March to 25th March 2022 in which activities like Cashless Transaction, Superstition, Tragedy of Farmer Suicide, Rode Safety Awareness Program, Road Show about Gram Swachchhata Abhiyan have been performed by the students.</p>
<p>Cultural Committee</p>	<p style="text-align: center;">Achieved,</p> <p>A well defined goal of the college is –Overall development of the students. The college also looks into development of the students in the extracurricular activities, in addition to the academic progress of the students. The College has cultural committee comprising both male and female members from staff. College Cultural committee worked more and more for students' participation in cultural activities and offered practice in Solo, Group Dances, Solo /group Singing, Mono act play, Drama, Mimicry, Rangoli, Flower Decoration, Salad Decoration, Mehandi competition, Hair style competition, Fancy dress competition, Quiz, Debate, Essay competition throughout the year . However for the</p>

	major part of the year Covid 19 pandemic lockdown was imposed. Hence, no cultural activity took place.
Plantation and Botanical Garden Committee	Achieved, Maintained eco-friendly atmosphere on the college premises by planting and increasing the number of pots with indoor plants in corridors and create polythene free premises. The college herbal garden was also maintained and enriched by adding new plants of medicinal value to the garden.
College Examination Committee	Achieved, The sub committees of College Examination Committee for Arts, Commerce and Science faculties look after the work of college annual examination. These respective committees conducted college examination at the end of the session .
Sanitation Committee	Achieved, The committee worked for the maintenance of the proper sanitations and hygienic condition in the college. The committee takes care for the maintenance of cleanliness in the toilets (men's and women's), girls' common room by providing germ free potable water through water purifier units.
Excursion Committee	Achieved, A very few activities could be organized due to Covid 19 pandemic lockdown. 1. A one day educational excursion on 28/04/2022 to visit National Environmental Engineering Research Institute or NEERI (CSIR-NEERI), Nagpur The student gets benefited by the scientists and experimental experts of NEERI and this was a great experience for the students as student's marks in their reports. 2. The students of B. A. III rd, 6 th Sem were taken to the village "Hasara" for Socio-Economic Survey on 9/04/2022 3. Geography Department again organized a one day short Educational Tour to "MADAGI" village on 22/04/2022. The purpose behind this excursion was to make students aware of three major works of river that is Erosion, Transportation and Deposition.
Sports committee	Achieved, Under the dynamic leadership of Head of the department and Director, Physical Education and the College Games committee progresses far beyond expectations. Sports department puts the students in practice throughout the year for seven games namely, Athletics, Kabaddi, Taekwondo, Wrestling, Cricket, Volleyball and boxing. Many students (both male and female) participated in the inter-collegiate tournaments organized by various colleges affiliated to the university . For the major part of the year Covid 19 Lockdown was imposed. Hence, no sport activity took place.
Arts Association	Achieved, As there was still looming danger of covid 19, for the major part of the year, there was lockdown. Maximum programs were organized through online mode in the session. Due to covid 19

	<p>lockdown, inauguration of Arts Association could not take place. The following programs were organized by Arts Association.</p> <ol style="list-style-type: none"> 1. The department of English organized national level workshop on the topic 'Getting your Voice Heard' on 4/6/2022. In all 77 participants were present. 2. Department of Marathi organized a fortnight program on Marathi language conservation. Under it, on dated 27.1. 2022 an online 'Poet Gathering' was organized. In the program, well-known poet poets participated in the event. 3. The department of Hindi celebrated 'Hindi Diwas' on 14th November 2021. 4. Department of Political Science organized/celebrated 'National Voters Day' on 25.1.2022 5. Our college in collaboration with N.M.D. College Gondia, organized an online speech on the topic 'the Changing World Order' on 9.3.2022. 6. The department of Sociology organized a program as 'Covid 19 safety Awareness Poster Presentation Project' on dated 1.3.2021. 45 students contributed posters. 7. The department of Geography conducted a socio- economic survey at the village Hasara on dated 9.4.2022. In the survey, 27 students were participated. 8. An education tour was organized at Madagi on 22.4.2022. 9. The department of Home-Economics in collaboration with J.M. Patel College Bhandara and Womens College. Nagpur celebrated the 'World Women Day' on 8.3.2022.
<p>Commerce Association</p>	<p style="text-align: center;">Achieved</p> <p>Despite Covid 19 Pandemic lockdown for the major part of the year Commerce faculty organized the following programmes in the year 2021-22.</p> <ol style="list-style-type: none"> 1. Inauguration of Commerce Students' Study Forum was held on wed, 24th Nov.2021. 2. B.Com II "Group Discussion" was held on Tuesday, on 29/03/2022 3. B.Com I "POSTER COMPITITION" was organised on Tuesday, on 05/04/2022 4. Department of Commerce organized Vasant Panchami Programme for B.com II on 05.02.2022.
<p>Science Association</p>	<p style="text-align: center;">Achieved</p> <p>The Science Association 2021-22 of our college was formed as the college reopened after the Covid-19 pandemic. Then due to short time tenure the activities of association is accommodate in few events.</p> <ol style="list-style-type: none"> 1 Then the combine event of Fresher for 1st Year students and Farewell for Final year students was organized by the association. 2. There is a one short one day tour on 28/04/2022 to NEERI for B. Sc. III year students to understand the various environmental issues

	<p>regarding water, air pollution and instrumentation.</p> <p>During this academic year, students organizing body of Science Association work hard for the successful organization of all events of science association 2021-22.</p>
Publicity Committee	<p>Achieved,</p> <p>College has a three member publicity committee comprising one faculty member each from Hindi, Marathi and English departments, respectively. Activities and programmes organised by various committees in college on different occasions are given wide publicity in daily newspapers, media and by authorities/ departments concerned.</p>
Refreshment Committee	<p>Achieved,</p> <p>College Refreshment Committee served snacks/refreshment to the delegates, teachers and students in the college. The College, Home Economics department takes care of serving food prepared by the students in the department. The committee serves fresh, healthy and nutritious food during seminars, meetings, people's gatherings and Annual Day celebration. As there was Covid 19 lockdown for the major part of the year no activity took place. Hence there was no work for Refreshment Committee.</p>
Population education club/ lifelong learning & extension department	<p>Achieved,</p> <p>In the year 2021-22, 'Unnati & Rashtrasant Sanskar Project' of the college, which is run under Lifelong learning and Extension Department, R.T.M.N.U. Nagpur, organise different programmes. However, due to Covid 19 pandemic lockdown no registration was done and no programme was organized.</p>
Admission Committee	<p>Achieved,</p> <p>At end of the session, the college constituted admission committees separately for Arts, Commerce and Science faculties for U.G. and P.G. students. In Arts faculty, during admission, committee members guide and explain to the students the available courses, subjects, fee structure, Govt. facilities, scholarships, available support services in the college, etc. and importance of courses. Upon satisfaction, students are given admission. Admissions are given on first come first serve basis. In Science and commerce & P.G. (Arts & Commerce) faculties, admissions were given on merit basis. Separate merit lists (1st, 2nd, 3rd and waiting lists) were published well in advance and students were admitted strictly following the list. While admitting students to the college, committee members always stick to the university, state and central Govt. rules and regulations issued time to time and tell the different facilities and support services which are available to students.</p>
Academic Calendar Committee	<p>Achieved,</p> <p>In the preceding year when the session is about to end, Academic Calendar is prepared and published on the College website. So is also done for the year 2021-22. Academic Calendar is uploaded on the College Website.</p>
Career Guidance and Placement Cell	<p>Achieved,</p> <p>The career Guidance and Placement Cell had planned to hold a number</p>

	<p>of events In the session 2021-22, many initiatives were taken by Career Guidance Cell in collaboration with Placement Cell.</p> <p>1. Cyber Security Guidance Workshop was organized Tumsar Police Station and the Competitive Examination Department of the College and the National Service Scheme jointly organized a one-day orientation workshop on Cyber Security. Done on 17/11/2021. On this occasion, Station in charge of Tumsar Police Station PSI Shri. Nitin Chincholkar was present.</p> <p>2. Competitive exam book Exhibition The Competitive Examination Book Exhibition was organized on 14th December, 2021 at the College jointly by the Career Guidance and Placement Cell and the Library Department of the College.</p> <p>3. Intercollegiate essay competition Career Guidance and Placement Cell, Department of Library and Department of Undergraduate and Postgraduate Political Science have jointly organized an intercollegiate essay competition on the occasion of 'National Youth Day' (Vivekananda Birth Anniversary) on dated 12 January 2022.</p> <p>4. during 2021-22 -31 students took advantage of cell's library. 21 students availed the counseling services provided by cell.</p> <p>5. Placement Cell No campus placement was arranged during 2021-22 still 13 students were recruited in different fields . 03 student got selected as Government Job and (02 Indian Railway & 01 State Govt.). 11 were placed in Private fields .</p>
<p>Grievance Redressal Cell</p>	<p>Achieved, The college has a three tier grievance redressal mechanism that looks into the grievances of the students, non-teaching and teaching staff. The college has constituted independent Students Grievance Redressal Cell, and Staff Grievance Redressal Cell. During past three years, the college has not received any noteworthy grievance नोट from staff members, nor from the students.</p>
<p>Research and Extension Committee</p>	<p>Achieved, The college Research and Extension Committee works under the banner of Research Promotion Cell. The aim of the research and extension cell is to enrich the research culture and activities amongst the staff members. Many effective measures were taken by the committee to inculcate and boost research atmosphere in the college like helping in proposal preparation, guiding in manuscript preparation, helping in PPT presentation, etc. This cell also plays a significant role in providing new updates regarding funding agencies for the research projects and the UGC- Care list journals with the high impact factor in concerned subjects, etc. Followings are some activities of the cell:- 1. During academic year 2021-22, twenty two (22) research papers/articles have been published by staff members in national and</p>

	<p>international journals. Out of them 3 papers have been published in UGC care listed journals.</p> <ol style="list-style-type: none"> 2. Thirteen (13) faculty members are research guides. 3. Teaching staff members of the college have published Two (02) text books, and four(04) chapters are published in edited books bearing ISBN. 4. A few members worked as Ph.D. thesis referee. 5. The department of Sociology of our college has been publishing a biannual National Peer Reviewed Journal on 'Social Issues and Problems'.
<p>Prospectus Committee</p>	<p style="text-align: center;">Achieved ,</p> <p>Every year college prospectus committee is formed at the end of the previous session, which works during vacations and submits report for printing well in advance before the commencement of the next session. In the prospectus, information right from establishment of the college up to the present time is incorporated. The college prospectuses are made available to the students with admission and university enrolment forms. From the day of the re-opening of the college all the available programmes, courses, subjects, intake capacity, list of the faculty with their qualification /specializations, available infrastructure, govt. rule and regulations for admission, etc. are clearly mentioned in the prospectus. Prospectus also contains students support services, amenities, extension activities, available govt. scholarships, prizes, railway, and MSRTC concessions, NCC, NSS , sport facilities, etc .</p>
<p>Library Committee</p>	<p>Achieved,</p> <p>Library is the backbone of any educational institution. It facilitates learning by providing learning resources. The College Library Committee in our college comprises 6-7 teaching members from different faculties along with the staff of library as members, and Librarian as ex-officio was formed. The Principal chairs the committee. The suggestions given by the IQAC, the faculty members and students are discussed in the meeting. Issues related to purchase of reading material, planning, students' grievances, improvement in facilities, etc. are discussed and are implemented within available funds. Following are the activities/programmes run/ organized by the library during the session 2021-22. As for the major period of the session, there was covid 19 pandemic lockdown, only one activity/meeting took place that is on 5/10/2021. The following points were discussed.</p> <ol style="list-style-type: none"> 1. Discussion on purchasing of new books: the principal assured that the books would be bought within available funds. 2. Discussion was held on starting the reading room: the quotation for furniture, lights and fans was sent to GES. 3. Paste control measures should be implemented. 4. For more computers, there is need for a reading room-Principal stated. 5. Discussion was held on book case, almirahs and steel racks. 6. It was propagated that students should avail themselves of the books available in the library. The teachers concerned should

	<p>guide them so that interest on reading would be inculcated among them. The visiting professors should sign on the registered- it was appealed.</p>
<p>Entrepreneurship and skill Developmental Activities</p>	<p style="text-align: center;">Achieved,</p> <p>Entrepreneurship and skill Developmental Activities and Career Guidance and Placement Cell work hand in hand in a college. That is, both work for the same purpose and execute nearly similar activities. However, under the banner of Entrepreneurship and skill Developmental Cell the following activities were executed.</p> <ol style="list-style-type: none"> 1. One day workshop on Cyber Security was organized by Career Guidance & placement cell in association with Entrepreneurship and skill development cell in collaboration with Tumsar Police Station to aware the students about cyber crime and cyber social responsibility on dated 17/11/2021. 32 Students were participated along with 4 faculty members. 2. Two days workshop on Inter colligate Competitive examinations guidance- Two days workshop on Inter colligate Competitive examinations guidance was organized S N Mor College on 26 April 2022 It was organized by Entrepreneurship and skill development cell in collaboration with JCI, Tumsar. Dr C.B. Masram, Principal of the college presided over the inaugural function of the workshop. Trainer Mr. Rahul guided the students concern with CV writing, Interview and personality development skills. 190 students were participated from our college and Women's college Tumsar.. 3. The skill development and entrepreneurship committee in association with the NSS and NCC carried out some activities as well as some events as Road safety camp; Gram Swachata Abhiyan, Blood donation camp, Special drive for Voter enrollment etc during the camps organization through that the students of NSS & NCC units (200 + 52) get benefited concern with the survival skills in the society. During this 2021-22 academic due to Covid-19 pandemic the few online activities done by the various department but there is no more physical training and workshops for developing the soft skill. Total 474 students participated in the various events carried out by the skill development and entrepreneurship committee during 2021-22 academic year.
<p>Women Task Force Cell / Women Development Cell</p>	<p style="text-align: center;">Achieved,</p> <p>Women Task Force Cell Report International Women's' Day 2022. On the occasion of International Women's Day on 8th March, 2022, our college in association with J. M. Patel Arts, Commerce and Science College, Bhandara and Mahila Mahavidyalay Nandanvan, Nagpur organized the following activities:</p>

	<p>1. Poster Competition. Topics 1. Challenges before women in 21st century, 2. Image of women in advertisements, 3. Social media and women's exploitation, and 4. Violence against women. No. of participants- 125</p> <p>2. Elocution Competition – Topics- Role of Women in Indian Politics No. of participants- 12</p> <p>Online Lecture- 'Sanvad Maitricha' (Friendly Discourse)- Speaker- Dr. Vaidehi Marathe, Gynaecologist and Obstetrician The lecture based on 'the women's health issues', was organized under the aegis of Internal Grievance Cells and IQACs of all three organizing colleges. The programmes was inaugurated by Hon'ble Shrimati Varsh Praful Patel, President of Gondia Education Society, Gondia In all 384 students including teachers participated in the programme.</p>
<p>Equal Opportunity cell for backward and minorities</p>	<p>Achieved, The cell is formed and works for the benefit of backward and minority students. College never discriminates among the students on caste, religious or on any other basis. We always try to provide equal opportunities to backward and minority students in all activities/events organized by the college for overall development of such students at par with the other students. All the benefiting schemes, scholarships and other facilities for backward and minority students are awarded as per norms of the government.</p>
<p>Alumni Association.</p>	<p>Achieved , The college Alumni Association was founded in 2003-2004. Since, the time of its inception, the association has been working for the growth and development of the institution. In the session 2021-22 Covid 19 pandemic lockdown was imposed. Hence, very few activities took place. The meeting of The Alumni Association was held on 23/3/2022 in which, the body of 6 members was finalized.</p>
<p>Parent-Teacher Association</p>	<p>Achieved , Parents form a special stakeholder for the college as their sons/daughters are the real stakeholders for whom the college is meant in a true sense. Students make the college proud by bringing laurels to their work – be an employee or an entrepreneur in their future life. College Parent-Teacher Association held a meeting on regular basis in the academic session. In the meeting suggestions, grievance, lacuna in academic- administrative works, support services, any shortcoming of the college were discussed and are acted upon accordingly. A meeting of Parent Teacher Association was called on 20.12.2019, in which, issues such as extra classes, mentoring and providing more facilities (support services) were discussed. To show the developments of the students, parents are also respectfully invited in most of the cultural</p>

functions, where students are the participants.

Coordinator
Dr. R. K. Dipte
Co-Ordinator IQAC
Seth Narsingdas Mor College of Arts
& Commerce & Smt. G. D. Saraf Science
College, Tumsar

Principal
Principal
Seth Narsingdas Mor Arts, Commerce &
Smt. Godavaridevi Saraf Science College
Tumsar