Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**VIDYA BHARATI SHAIKSHANIK MANDLACHE AMARAVATI SANCHALIT, SANT MUKTABAI ARTS AND COMMERCE COLLEGE, MUKTAINAGAR. DIST. JALGAON. MAHARASHTRA**
Name of the head of the Institution	**Dr. Indrasing Dagadu Patil**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**02580-234322**
Mobile no.	**8208991570**
Registered Email	**smcmuk@gmail.com**
Alternate Email	**idp72@yahoo.co.in**
Address	**Pravartan Chauk, Aurangabad- Indore Highway, Burhanpur Road, Muktainagar. dist. Jalgaon.425306**
City/Town	**Muktainagar**
State/UT	**Maharashtra**

Pincode	425306

2. Institutional Status

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	private
Name of the IQAC co-ordinator/Director	Prof. L. B. Gayakawad
Phone no/Alternate Phone no.	02583234322
Mobile no.	9765591079
Registered Email	prof.l.b.gayakawad@gmail.com
Alternate Email	skm.marathi@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.smcollege.in/iqac

4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://smcollege.in/storage/app/media/ NAAC%202019/1.1.1%20ACADEMIC%20CALENDER %202018-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	B	2.87	2012	15-Sep-2012	14-Sep-2017
1	B+	77.50	2006	02-Feb-2006	01-Feb-2011

6. Date of Establishment of IQAC	07-Feb-2003

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
No Data Entered/Not Applicable!!!		
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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
N.A.	N.A.	N.A.	2019 00	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 :	**4**
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)

The contributions made by IQAC are as follows: 1) Teaching with ICT. 2) Developing International Activities like Participating in International Conferences. 3) Organizing Conferences. 4) Participation of Sports at National Level. 5) Training to students and staff. 6) Contribution in ISO Certification. 7) Participation in India Ranking along with NIRF. 8) Improvement in MOUs.

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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 increase capacity of publishing papers in research journals	The faculties generated interest and increased the capacity of publishing papers in research journals
To make awareness of Plagiarism	Faculties followed the procedure of Plagiarism
To discuss on Choice Based Syllabus	The choice Based Syllabus was implemented in the classes
To increase the capacity of Computer RAM	The capacity of RAM was increased
To prepare for NAAC SSR	All departments prepared documents for NAAC SSR
To teach with ICT system	All departments followed Hundred Percent of ICT system
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
College Development Committee	12-Dec-2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2020**
Date of Submission	**07-Jan-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)	**In the college, MIS/ERP Module system available for admission of the students, payroll of the staff and accounting. In library SOUL software is available for issuing and returning of the books. In the examination the Seperate eSuvidha module is available from the parent University.**

<div align="center">Part B</div>

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 institution has an effective curriculum delivery through a well planned and documented process as follows: • The KBCNMU, Jalgaon prescribes the curriculum revising the syllabus in 3 or 5 years. • Teachers have participated in the workshops related to the curriculum development and the teaching methodology. • Our teachers have been the BOS members and Academic Council. • Initially the syllabus is downloaded from the university website and verified. • The Principal, the HoDs and the IQAC monitor the effectiveness process of the curriculum. • Teachers have been deputed to attend the orientation, refresher and short term courses for innovative approach. • The college prepares the Academic Calendar to implement the syllabi. • The Academic Calendar is shown to the teachers in the first meeting. • In the Departmental meetings, HoDs distribute the teaching workload. • The teachers are instructed to prepare the lesson plans. • A review of the syllabus is taken by the HoDs considering attendance of students, internal assessment, unit test result, home assignments, answer book assessment and grievances of students if any. Parents are communicated when required. • Laptop, internet facility, academic diaries, Wi-Fi, LCD projector, Library updated facility, reference books and e-journals are provided to faculty. • Group discussions, seminars, webinars, add-on courses have been conducted. • E-content is developed by creating and transferring knowledge. Audio-video aids and ICT tools are used. • Activity record is maintained as per the academic calendar and vision and mission of the college. ? Slow and Advanced Learners: • Slow and advanced learners are identified on the marks of subject knowledge test and the previous examination. • Slow learners are coached through bridge and remedial classes. • Students getting 60% marks and above them in the Subject Knowledge Test are treated as the advanced learners and below 60% as the slow learners • The advanced learners are counseled to be prepared for the competitive examinations. They are motivated by giving the books by the faculty members and additional books from the departmental as well as the central library. • Students' seminars on the special topics related with subjects are conducted by the departments. • Students have been guided for participating in the activities like research projects in Avishkar, Yuvarang, Commerce Quiz Competitions and other competitions at the University level. • Students have been given the registration fees, T.A. and other expenses required for the events. • Value Added Courses: 60 no. of value added and add on courses have been conducted last five years • The bridge courses, initially the academic year, are conducted for the first year students. • The certificate courses in English, Commerce, Economics, Political Science and Marathi have been conducted to develop the students in the Communication Skills, Knowledge of G.S.T and Tally, Application of Banking System, Introduction to Indian Constitution, Literary and Translation Skills. • Classes on General Knowledge have been conducted regularly to persuade the students towards the competitive examinations.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Vipasana and Meditation	–	26/06/2018	30	Employabilit y	Skill Development
Basic Fundamental Accounting and Costing	–	26/06/2018	30	Employabilit y	Subject Related

Certificate Course in write and Speak English with Tenses and Helping Verbs	--	26/06/2018	30	Employability	Subject Related
Micro Economics and Rural Development in India	-	26/06/2018	30	Employability	Subject Related
The History of Indian Social Improvements Remote Sensing, GIS and GPS	-	26/06/2018	30	Employability	Subject Related
Theory of International Relation	-	26/06/2018	30	Employability	Subject Related
Certificate Course in E-Commerce	-	26/06/2018	30	Employability	Subject Related
Certificate Course in Python Programming	-	26/06/2018	30	Employability	Subject Related
Certificate Course in Salesmanship V	-	26/06/2018	30	Employability	Skill Development
Sampadan Kaushalyancha Parichay	-	26/06/2018	30	Employability	Skill Development
Media Lekhan	-	26/06/2018	30	Employability	Skill Development

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
BA	English	15/06/2018
BA	Marathi	15/06/2018

BA	Economics	15/06/2018
BA	Political Science	15/06/2018
BCom	Commerce	15/06/2018
MA	Economics	15/06/2018
MCom	Commerce	15/06/2018

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

	Certificate	Diploma Course
Number of Students	462	0

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
Certificate Course in Salesmanship V	26/06/2018	34
Sampadan Kaushalyancha Parichay	26/06/2018	29
Media Lekhan	26/06/2018	30
Vipassana and Meditation	26/06/2018	42
Yoga for youth	26/06/2018	30
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Arts	98
BCom	Commerce	75
BCA	Computer Application	26
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
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
We Collect Feedback from all stakeholders. They are collected from Students, Teachers, Employers, Alumni and Parents at the end of every semester. The form of Feedback is structured to observe depth of knowledge of the subject, presentation skills, punctuality, responsibility, regularity, sincerity, syllabus coverage, capability to link the course to life, capability to create interest, capability of teachers for modification outside the class, capability

to command and control over the class. The Heads of Departments analyze the feedback. The feedback of the previous and current semester is analyzed by the HODs. If there is an improvement any, the matter is put before the Principal. Then the necessary steps are taken out through the discussion of the HODs and the Principal and brought to the notice of the teachers. The Teachers and HODs collects Feedback on curriculum from all stakeholders, and the observations are sent to the university. The Principal appraises the roles of the teachers regarding their 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	Political Science	340	54	54
BA	Economics	340	29	29
BA	Marathi	340	32	32
BA	English	340	58	58
BCom	Commerce	360	226	226
BCA	Computer Application	90	30	30
MA	Economics	60	64	64
MCom	Commerce	120	142	142
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	592	206	19	2	5

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
21	21	10	21	1	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)

We have the Mentoring system available in the college to support our students regarding their counselling by the mentors. Our students are grouped together and as per the list distributed to the mentors. These Mentors

perform as the Advisers, Role models, Friends to maintain the personal development of the students with the cordial and affectionate relationship with their mentees. There is the facetoface behavior followed by the teachers and students under the Mentor-Mentee Scheme. The Mentors connect a thread of psychological counselling and support relevant to provide guidance on career and professional development to the mentees. The Mentors continuously attempt to make their mentees as a whole persons with able commitments and potentialities. Mentoring is the everlasting professional network offline between the teachers and the students. The mentor teachers identify the gaps in skills of education to increase the capabilities of the mentee students. This scheme thus supports students to make them genius and to develop insight, career options, to solve family problems, social problems and classroom activities are also regularized. The academic graph of the students is sketched out by this scheme. This scheme is implemented by the mentees taking signatures of the students and calling suggestions of their parents.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
798	21	1:38

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
23	21	2	6	12

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
2018	Prof. L. B. Gayakawad	Associate Professor	Shikshan Ratna Puraskar by Paras Kavya Kala Jagruti Sanstha, New Mumbai
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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
BA	–	I/II/III	30/04/2019	15/06/2019
BCom	–	I/II/III	30/04/2019	15/06/2019
BCA	–	I/II/III	30/04/2019	15/06/2019
MA	–	I/II	30/04/2019	15/06/2019
MCom	–	I/II	30/04/2019	15/06/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

- As per the guidelines of the University, the internal evaluation process is reformed. There is a student oriented evaluation method. University has prescribed semester system. The semester system provides an opportunity to students for continuous learning, assessment and feedback. Regular study habits

are inculcated among students. Class interaction of students is significant and hence helpful for continuous evaluation of students. • University evaluation pattern changes after three years with useful modification. From 2018-19, at First Year level, the CBCS pattern has been introduced by the university. The CBCS pattern also follows the semester system. • The university has prescribed a 6040 pattern for examination i.e. 60 marks for university external examination and 40 marks for internal examination. • For the continuous assessment of students, there are two internal tests of 10 marks, 10 marks for assignments and 10 marks for attendance and behavior in old syllabus pattern of 2017. • In CBCS pattern there is one internal test of 10 marks and second of 20 marks. There are 05 marks for attendance and 05 marks for behavior of students for BA and B.Com streams. The university has assigned the practical examinations for some subjects. For BCA program, the university has given two internal tests of 20 marks for theory and practical and internal project work for 50 marks. The assessment is based on performance in practical/experimental work of 30 marks, project report of 10 marks and viva-voce of 10 marks. • For MA Economics, there are two internal tests of 20 marks, and for M.Com 20 marks are for internal test and 20 marks for performance of students in various activities. • Continuous evaluation is fulfilled on the basis of Home assignments, research projects, surveys, fieldworks, active participation in classes, Group discussions, seminars and other co-curricular activities like quiz competitions, elocution, essay writing and the departmental and college activities have been considered for the assessment of behavior of students. • The internal examination committee has been constituted under the guidance of the Principal. The schedule of internal examination is displayed well in advance. • The internal tests are conducted as per the timetable. The marks of internal assessment are shown to the students in classes and displayed on notice board. If any grievance is there, it is solved out by the concerned teacher and head of the department under the guidance of the Principal. The teacher monitors the students and motivates them for improvement and modification. • Re-Internal test is conducted for the students who are absent in the regular test due to the genuine reason. • For the first year courses/programs, Central Assessment Program (CAP) is undertaken as per the rule and regulations of KBCNMU.

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

• Our college Adheres to the Academic Calendar for the conduct of CIE. • The university sends an academic calendar every year to the college. • The college prepares the academic calendar in line with the university academic calendar. • The teaching-learning schedule of every academic year and continuous internal evaluation is included in academic calendar. • The activities like field work, research work, study tours, guest lecturers, seminars, group discussion, NSS programs, community services, etc are discussed in the academic calendar to be finalized and included in the academic calendar and implemented. • The Principal of the college addresses the newly admitted students to make them aware of various facilities, rules and regulations, and examination related activities. • The Principal of the college regularly conducts meetings of various committees in the college to ensure the better functioning of the academic and examination related activities. • The schedule of the Central Assessment Program (CAP) of the First Year B.A, B.Com Environmental Studies subjects is at the college level which is also mentioned in the academic calendar. • The departmental activities and plans are declared with the conduction of the departmental meetings. • The lesson plans are prepared by the teachers to cooperate with the academic activities. • The teachers are instructed to moderate teaching with the help of ICT technique. • The guest lecture, conferences, workshop, etc are conducted. • The alumni meet and the parent meet are arranged as per the schedule. The cultural as well as the

social programs are conducted. • The review of the syllabus is taken regularly in the department meetings. • The assessment of the internal examination, home assignment, seminar performance and behavioral aspects are calculated by the subject teacher. • The results of the internal examination are prepared and displayed on the notice board. The deviation if any, comes in the academic calendar, it is brought to the notice of the stakeholders.

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)

https://smcollege.in/storage/app/media/CRITERION2NAAC2019/2.6.1%20COs.pdf

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	COMMERCE	55	23	41.81
-	MA	ECONOMICS	23	11	47.82
-	BCA	COMPUTER APPLICATION	9	8	88.88
-	BCom	COMMERCE	65	28	43.07
-	BA	ECONOMICS	28	24	88.88
-	BA	POLITICAL SCIENCE	13	11	84.61
-	BA	MARATHI	18	16	88.88
-	BA	ENGLISH	27	23	88.46

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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://smcollege.in/feedbackreport

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
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
Shikshak Ratn Puraskar	Prof. L. B. Gayakawad	Kavya Kala Janajagruti Sanstha Paras, Mumbai	29/12/2018	1
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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
00	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
00	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Physical Education	4	5.79
International	English	5	5.79
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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
Political Science	1
Physical Education	1
Marathi	4
Economics	2
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
00	00	00	2018	0	00	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)						
Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
00	00	00	2018	0	0	00
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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	1	3	0	1
Presented papers	3	8	0	2
Resource persons	0	1	0	0
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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
Administrative Office Visit	Poltical Science Dept	2	13
International Yoda Day	NSS Unit Sant Muktabai Arts Commerce College Muktainagar	35	80
Tree plantation Campaign	NSS Unit Sant Muktabai Arts Commerce College Muktainagar	15	110
Shau Maharaj Jayanti	NSS Unit Sant Muktabai Arts Commerce College Muktainagar	7	180
Swacchata Pakhwada	NSS Unit Sant Muktabai Arts Commerce College Muktainagar	4	165
Teachers Day	NSS Unit Sant Muktabai Arts Commerce College Muktainagar	15	180
International Shantata Din	NSS Unit Sant Muktabai Arts Commerce College Muktainagar	10	150

NSS Day	NSS Unit Sant Muktabai Arts Commerce College Muktainagar	5	140
Surgical Strick Day	NSS Unit Sant Muktabai Arts Commerce College Muktainagar	4	60
Mahatma Gandhi Jaynati Cleanliness Rally	NSS Unit Sant Muktabai Arts Commerce College Muktainagar	12	130
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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
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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
Natural visit	NSS Unit Sant Muktabai Arts Commerce College Muktainagar	Natural visit Ahaval	4	14
Swaccha Bharat Abhiyan	NSS Unit Sant Muktabai Arts Commerce College Muktainagar	Varkari Swachta Dindi	4	45
Guideline of MHRD	NSS Unit Sant Muktabai Arts Commerce College Muktainagar	Swachta Bharat Summer Internship	3	71
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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
Research Publication	1	College	1
Teacher Exchange	1	College	1
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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
Industry Visit	Field Visit	Jayraj Polymers (Suri Chatai), Jalgaon	13/08/2018	13/08/2018	37
Internship	Internship	Self	27/09/2018	29/09/2018	1
Field Visit	Bank Visit	Self	16/03/2019	16/03/2019	15
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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
SSBTs College of Engineering Technology Bambhori, Jalgaon	15/06/2018	Guest Lecture Workshops	120
Department of Physical Education , D.N.C.V.P.Shirish Madhukarro Chaudhari College,Jalgaon	25/07/2018	Selection Committee Member,Guidance	200
Department of Economics ,Arts,Commerce Science College,Bodwad	25/07/2018	Guest Lecture Workshops, Conferences,Seminar,COC etc.	45
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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
600000	559000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL Software	Partially	2.0	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	5439	857809	300	40000	5739	897809
Reference Books	10132	466785	120	6325	10252	473110
e-Books	3135000	5825	3135000	5825	6270000	11650
Journals	0	0	46	47030	46	47030
e-Journals	6000	5825	6000	0	12000	5825
CD & Video	36	0	0	8829	36	8829
Library Automation	1	20000	0	0	1	20000

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Prof. B. L. Mahajan	Video Lecture	Youtube	08/06/2019
Prof A.B.Shekh	Google Classroom	Google	18/07/2018

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	94	3	15	1	1	1	5	15	0
Added	0	0	10	0	0	0	0	10	0
Total	94	3	25	1	1	1	5	25	0

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

25 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
Internet Class	https://www.youtube.com/watch?v=5JB2Y831WxI
Video Camera, Digital Camera, LCD,	https://www.youtube.com/watch?v=5JB2Y83

LAPTOP	lWxI
Google Classroom	https://smcollege.in/gallery/google-classroom

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
200000	193766	600000	556843

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)

The procedures and policies for maintaining and utilizing Physical, Academic and support facilities are as follows: Laboratory: We have the BCA Computer Lab with 30 computers with LAN, Smart Board, LCD Projector etc. facilities. The practicals of the concerned faculties are carried out. We have the Language Lab of 11 Computers (101) where the communication skills of all the Compulsory English students are practiced through software. A coordinator is appointed who maintains a register of the attendance. Library: We have a Central Library in which there are the facilities of e-Corner and SOUL Software. It is full of text books, reference books, dictionaries, encyclopedias, religious books, journals, e-journals, rare books etc. There are the departmental libraries to assist the students to maintain the balance of education between the Central Library and the Departmental Library. Sports Complex: We have the indoor stadium in which there are a gym, a wooden court with well equipped lighting. A bonafied student of the college has been assigned the duty of registering and supervising under the guidance of the Physical Director. The sports complex is utilized by the college students and the students outside. Computers: We have 94 computers from which 81 computers are used for students and 13 computers for office and administration. All computers are equipped with the latest software and maintained regularly. Classrooms: There are 21 classrooms for the teaching learning process. They are well built with dias and colored. Lights and Fans are utilized there for making the teaching learning process smooth and rich to the learners. The furniture available in the classrooms is adequate and supporting to maintain the psychology of the students to learn their syllabi.

https://smcollege.in/facilities

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	Economically Weaker Students	14	41500
Financial Support from Other Sources			
a) National	G.O.I. Scholarship	448	513661
b)International	00	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial

coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
42	23/07/2018	763	S.M.College, Muktainagar
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	Competitive Exam	93	0	0	21
2019	Competitive Exam	172	0	0	0
2018	Career Counselling	0	76	0	0
2019	Career Counselling	0	50	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

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
00	0	0	Appeared for Campus Interview of INFOSYS BPO organised at North Maharashtra University, Jalgaon	13	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to

2018	6	B.A.	Economics	S.M.College, Muktainagar	M.A.
2018	2	B.A.	Political Science	M.J.College, Jalgaon	M.A.
2018	1	B.A.	Political Science	N.M.U., Jalgaon	M.A.
2018	1	B.A.	Political Science	Savitribai Fule Medical College, Aurangabad	Nursing
2018	31	B.Com.	Commerce	S.M.College, Muktainagar	M.Com.

(first row top) higher education

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

Items	Number of students selected/ qualifying
SET	2

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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
Cultural	College and University	320
Sports	Intercollegiate and College	359

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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
2018	Rangoli Competition	National	0	1	2017015400052006	Wamanacharya Bhavini Sudhir

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

As per the university act, the college constitutes the active students Council in academic year as per the university guidelines in which students are represented on various committees to offer rights to solve their problems. The Arts and Commerce Circles imparts knowledge about various arts-types to boost up artistic likings in students is the main purpose of these circles. The cultural representative cares various students' activities under the guidance of the circle-chairperson is selected. He motivates the students to be participated in the annual gathering arranged by the circles and he/ she anchors the gathering. The participation in various university level activities is represented by the cultural representative along with other students.

Magazine "Pratibha" is published every year and students are motivated to write their creative articles, essays and poems. Council meetings are held under the guidance of the Principal and problems are solved unanimously. Students are represented on academic and administrative bodies/committees to mark equality and discipline. Democratic and non-political atmospheres are provided to students to grow able leadership and administrative smartness. Students do participate in the college-progress and their views and opinions are considered. Mutual understanding is grown among students, teachers, office staff and other stakeholders of the college. Structure of the Council: • University Representative • Class Representative • Sports Representative • Ladies Representatives (Two) • Cultural Representative • NSS Representative Election Procedure: Class representatives (CR) are selected based upon their previous year's academic performance from each class. All the representatives are nominated by the Principal forming various committees to implement the process of the university. The Sports, Ladies, Cultural and NSS Representatives are selected with the documents cited and norms put by the university. University Representative is selected with voting by the above representatives under the supervision of the Election Officer and his committee and the Principal who is Head of the total election process. The University Representative selected by the college has right to elect University Representative at university level. Rules and regulation of the council are displayed on the notice board following university norms. Students fill up nomination papers with parents' permission letters. Student-Council Inclusion in the Committees: College Development IQAC Library Advisory Commerce Association Research and Development Women Empowerment Cell Anti Sexual Harassment Cell Discipline Alumni Anti Ragging NSS Literary Association Parent Teacher Association Career Guidance Student Welfare Gathering/ Cultural Gymkhana/Sports Tree Plantation Medical Check-up Earn and Learn Scheme Magazine and Publication Associations: Commerce and Literary Associations involve students in the activities arranged by them. Department wise associations are inaugurated initially the year. The Cultural Cell carries out cultural activities of students to be represented in Yuvarang, the cultural program of university. Academic status and leadership qualities are inculcated among students through motivation by the council members. Students are actively participated in the sports committee to share sports at annual gathering.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Registered Alumni Association of 11 members in the name of Sant Muktabai Arts Commerce College, Muktainagar is a non-profit association under Section-21 of Institution Act, 1860 dated 10/12/2004.

5.4.2 – No. of enrolled Alumni:

99

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

8000

5.4.4 – Meetings/activities organized by Alumni Association :

Activies by Alumni::: • Magistrate, Mr. Kailas Adhaike, on Language Skills on 13th September 2018. • Mr. Sumit Bodade, on Employment Opportunities to Hindi language students on 15th October 2018. • Prof. Ganesh Chavhan, on Ideologies of Mahatma Phule, Shahu Maharaja and Dr. Babasaheb Ambedkar. • Mr. Yogesh Kulkarni, a musician and a manager of musical class has been giving practice to our students, since 2012-13. • Miss. Ragini Bodade, on Cultural Concept. She

has been guidance students since 2013-14. • Mr. Kunal Bodade, on Music and Cultural Concept. He has been contributing since 2012-13. • Mr. Chetan Girase on Competitive Examination. Alumni association implements the following objectives: • It develops a spirit of loyalty among students to see welfare of the college. • It extends a foundation between the college and the alumni. • It conducts get-together to exchange experiences and nostalgic memories. • It provides a platform to the alumni to be connected with each other. • It extends cooperation regarding the placement of students. • It organizes meetings of the alumni to share views with present students. Contact with the Alumni: The alumni have been serving in various sectors such as academics, administrations, banking, social service, industries, judiciaries, agriculture, etc. The alumni are contacted through Phone, Whatsapp, Face book and E-mail. The alumni - meet is organized in every year. They share their experiences and nostalgic memories, guides about innovative techniques of studies, job opportunities with present students. Alumni help us to design new syllabus, to deliver lectures, to follow internship/training and placement in their firms. The participation of alumni to our NSS camp arranged in the adopted village makes the camp successful. Alumni do participate in the programs of the social annual gathering as the Presidents or Chief Guests. The alumni association also helps to support the placement activities. It is always in cordial relation with the coordinator and the Principal

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)

The college has the Executive Body and the College Development Committee/ Local Managing Committee to watch over the college to run towards the development of the college. The Principal is the secretary of this CDC and he is the academic and administrative head. There is a Head Clerk to care the office administration of the college. The Principal decentralizes the activities for the proper implementation of the work and smooth functioning. There is a Vice Principal to assist the Principal in all the academic and administrative process. There are the Heads of the Departments for departmental administration. The coordinators are appointed for easiness in the administration. There is an academic coordinator instead of the Vice Principal. The academic coordinator looks after the administration regarding the conduction of the periods throughout the academic schedule of the college and he helps the Principal in the work officially and academically. He has also been given authority of signing the bonafied and the documents for the bus passes for the students on behalf of the Principal. There is a coordinator for the student development cell for implementing student development activities. There is a coordinator for the Yuvati Sabha to solve out the problems of the girls. There is a National Service Scheme under which a main NSS program officer, assistant program officer and a lady program officer are working for the NSS unit. There is an Internal Examination Coordinator to run the internal examination. There are the Coordinators for PG classes. One faculty is appointed for publicity work. There is a coordinator for the social media activities. There is a admission coordinator for the admission process. To maintains the campus clean and green there is a special coordinator. There is an IQAC coordinator and a coordinator to run the NAAC activities. There is a coordinator for training and placement guidance. There is a Librarian and his staff work out sincerely in the library. We have a Physical Director to manage the sports activities. There is a coordinator for cultural activities organized by the college and the university. There is an Election Officer to conduct the election of student. There is coordinator for language lab. The technical works (hardware problems, online data works, and electrical maintenance) etc., of the

college has been given to a peon who has ITI (electrician) qualification and works voluntarily. He maintains and co-operates the concern technicians in repairing the technical apparatus. Our alumni cooperates us in molding our students by their experienced lectures on job orientation. The requirements of the faculty are inquired by the Principal in the monthly meeting and they are fulfilled as per their needs. The purchase orders are prepared on the quotation received. A stock register has been maintained for the apparatus of the college. The heads distributes the workload to the faculty under the guidance of the Principal. These committees cooperate to carry out the activities smoothly.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	The teachers prepare the subjects outcomes and program outcomes to make curriculum effective. They are displayed for the notice of the students. Subject knowledge tests, Bridge courses, Remedial and extra coaching classes are conducted to support students to secure proficiency in the knowledge of the subject. Surprise tests, Practice tests, Internal Tests are conducted to confirm the knowledge of the students to get the results. Industry visits, Field visits, study tours, nature visits etc are arranged every year. Participation of the students in the conferences is emphasized.
Teaching and Learning	The teaching learning process is regular and traditional but all teachers use ICT techniques whenever needed. For the effective teaching, the teaching aids like smart board, LCD projectors, WiFi connections, Google classrooms, Video lectures , inflibnet memberships etc.are available. Certificate courses for career enhancement are implemented by the departments.
Examination and Evaluation	There is the semester system prescribe by the parent university. CBCS pattern has been followed by the college. The internal examination department wise is conducted at the end of every semester. The home assignments are collected from the students. The attendance and behavior is marked specially to calculate the result of the internal examination. The result of the internal examination is prepared department wise

	and uploaded to the university. The university has given the external examination of 60 marks which is held at the end of every semester. The final result is calculated 6040 (External Internal Examination) in the final mark sheet of the students.
Research and Development	The teachers are motivated and instructed to make progress in research activities. The IQAC conducts meetings in which research activities are highlighted by it to be pursued by the faculty. As a result the faculty takes a lead in the conferences, seminars and workshops in which they present papers. Their research papers are published in the national and international journals.

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

E-governace area	Details
Planning and Development	In planning new courses and implementing them egovernance is employed all development initiatives in the institution bear the stamp of egovernance.
Administration	Every aspect of administration is egoverned. Biometric is used in attendance of employees. Ipomo software takes care of students attendance" maintenance as well as communication with parents. The libraries are fully automated – issue of books, accounting. Fine collection etc.Easylib software is used…..
Finance and Accounts	Accounting software TALLY is used for accounting, as well as internal and external audit.
Student Admission and Support	Egovernance is employed in admission promotional initiatives. Admission application is available online.
Examination	Every aspect of evaluation is egoverned: Generation of admission tickets, transformation of internal assessment (IA) marks to university.

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
2019	Dr. P. A.	National	–	250

	Waghmare	Seminar on national Education Policy, KBCNMU, Jalgaon			
2019	Prof. L.B.Gayakawad	National Conference on English Literature, Sinnar College, Aurangabad	-		700
2019	Dr. P. S. Deshmukh	Workshop on Geography, Bhadgaon College	-		250
2019	Dr. P. S. Deshmukh	Workshop on Disaster Management, VWS College, Dhule	-		700
2019	Dr. P. S. Deshmukh	Conference on IQAC, VWS college, Dhule	-		700
2018	Dr. R. N. Shewale	International Conferance on Satyashodhak Annabhau sathe, Aurangabad	-		1500
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Training programme of office management Techniques	Training programme of office management Techniques	07/11/2018	07/11/2018	11	7
2019	Training programme of Tally Accounting Package	Training programme of Tally Accounting Package	08/01/2019	08/01/2019	10	8
2019	Training programme of Interpersonal Skill	Training programme of Interpersonal Skill	01/10/2019	01/10/2019	10	8
2019	Training	Training	28/02/2019	28/02/2019	10	8

programme on Office Automation (paperless office)	programme on Office Automation (paperless office)				

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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
Capacity Building Program	1	11/03/2019	24/03/2019	14

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	6	0	4

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Group Insurance, P.F.,D.C.P.S., Guarantee for loan Facility	Salary Advance, Group Insurance and 50 concession in fees for employees ward,P.F.,D.C.P.S.,Guarantee for loan Facility	Earn and Learn Scheme, Group Insurance

6.4 – Financial Management and Resource Mobilization

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

The college carries the financial transactions in the nature of receipts and payments and the regular auditing is done in the college. The internal and external audits are followed regularly. Receipts Sources: Examination fee, the tuition fee and the development fee are the significant sources. The scholarship is received from the social the tribal welfare departments. The interest is received from the bank, grants, the funding agencies, the salary grants, etc. Expenditure Sources: Expenditure is done under the heads of salary of employees, purchase of books, equipment, stationary, computers, printing, reprography, consumables, honorarium to guests, TA/DA to the statutory bodies like LIC, audit committee, income tax on salary, fixed deposits, infrastructural constructional activities, building maintenance, expenditure on conferences, events and student activities. Internal Audit: We have the transparency in the accounting system. Jr. Clerk is appointed to maintain accounts. Receipts are given at the time of payments. Online transactions are also done. Major expenditure is passed out with the permission of the Principal for next sanction. The vouchers come from the departmental heads to the Principal. Quotations are called for the purchase of various items and the purchase orders are placed for preparing comparative statements and approved from the Principal. There is an internal audit committee to coordinate between the account section officer and the Principal. Entries are taken into the stock

register for further action. The internal transactions are checked by the internal-audit-committee and the Principal. The accounts are also worked out through the chartered accountant appointed by the institution. The accounts are prepared at the college and sent to the assessment of the chartered accountant. Audited financial statements and audit report are obtained at the end the of every year. Reports on Audit: The college completes yearly audit at the end of every academic financial year. The respective Balance Sheet is made and the detail audit report is submitted. The following table shows the position of 5 years: Sr. No Year Amount Paid in INR 1 2018-19 4,80,46,571 2 2017-18 4,14,72,392 3 2016-17 4,85,15,808 4 2015-16 4,45,94,893 5 2014-15 4,18,34,214 Audit objections, if any, are solved discussing with the Principal as per norms of the University. The External Audit: 1. Accountant General Audit: - is conducted as per Govt. norms. 2. Joint Director's Audit: -takes place every year, if objections are raised, justification is provided. 3. ST Scholarship Audit: - is done by Ekatmik Adiwasi Vikas, Project Govt. of Maharashtra once in five years. 4. NSS Audit Student Welfare Committee Audit: - is done every year by the University.

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
Shram Sadhana Bombay Trust	715636	Solar Power Generating System
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6.4.3 – Total corpus fund generated

1000000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	KBC-North MaharashtraUniversity, Jalgaon	Yes	V.S. Jadhao Associates (C.A.)
Administrative	Yes	Joint Director, Jalgaon	Yes	V.S. Jadhao Associates (C.A.)

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

1) Parents meet. 2) Feedback on Curriculum. 3) Parents awareness for Higher Education.

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

Internal Training (Peer to peer), Training within Sister Concerns (College to college), As and when Up gradation happens with regard to Tally or Library Softwares professional take the training platform.

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

1) Installation of Solar roof top system 15KW 2) Implementation of e-Governance in admission, finance and examination. 3) Green Audit and Gender Audit are done.

6.5.5 – Internal Quality Assurance System Details	
a) Submission of Data for AISHE portal	**Yes**
b)Participation in NIRF	**Yes**
c)ISO certification	**Yes**
d)NBA or any other quality audit	**Yes**

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Lecture on NAAC revised assessment and accreditation methodology	07/12/2018	07/12/2018	07/12/2018	20
2018	Training programme of Tally Accounting Package	01/08/2018	01/08/2018	01/08/2018	18
2019	Training programme of Interpersonal Skill	10/01/2019	10/01/2019	10/01/2019	18
2019	Training programme on Office Automation (paperless office)	28/02/2019	28/02/2019	28/02/2019	18
2019	Training on ISO Certification Process	07/03/2019	07/03/2019	07/03/2019	18
2019	Guest Lecturer in Carrier opportunities in Banking Field	03/06/2019	03/06/2019	03/06/2019	18
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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
Women Empowerment	22/08/2018	22/08/2018	53	0

Freedom Movement for Women	29/12/2018	29/12/2018	78	0
World Women's Day	08/03/2019	08/03/2019	78	0
Women Empowerment through Poetess Bahinabais' Songs	08/09/2018	08/09/2018	36	0
Training on Rangoli and Mehandi Skills	02/01/2019	02/01/2019	36	0
Training on Swayam Siddha (Judo-Karate)	12/01/2019	12/01/2019	60	0
Cyber Crime Awearnes Programme	15/10/2018	15/10/2018	55	0
Ek Rakhi Javan Sathi	11/07/2018	11/07/2018	41	11

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
98.82

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	0
Rest Rooms	Yes	0
Scribes for examination	Yes	0
Any other similar facility	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	23/03/2018	1	Training on Soft Skill and Presentation	Training for self empoyment	55
2018	1	1	16/08/2018	1	Varkari Dindi	Swacha Bharat	150
2018	1	1	31/07/201	1	Summer in	Swacha	27

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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)
Campus Code of Conduct	01/07/2018	https://smcollege.in/storage/app/media/CRITERION7NAAC2019/CODE.pdf
Code of Ethics	01/07/2018	https://smcollege.in/storage/app/media/CRITERION3NAAC2019/Code-of-Ethics20smc.pdf

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day	21/01/2018	21/01/2018	53
Tree Plantation Week	06/07/2018	06/07/2018	74
Social Justice Day (Shahu Maharaj Birth Anniversary)	26/07/2018	26/07/2018	71
Raksha Bandhan Program	27/08/2018	27/08/2018	70
Celebration of Dr. Sarvpalli Radhakrushnan Birth Anniversary	05/09/2018	05/09/2018	78
World Peace Day	15/09/2018	15/09/2018	71
Celebration of Clean India Week	27/09/2018	27/09/2018	75
Voters Awareness program	26/11/2018	26/11/2018	74
Celebration of Constitution day	28/01/2019	28/01/2019	76
Celebration of the Death Anniversary of Mahatma Phule	06/12/2018	06/12/2018	77

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

No Vehicle Day: We strictly follow 'No Vehicle Day' one in the first term and one in the second term. Our faculty and staff attempt to lessen pollution. Some of them follow pedestrian friendly roads to maintain health and environmental greenery. There are some students, staff and faculty to use two-wheelers. Some use fourwheelers also. This practice helps us to maintain greenery and health avoiding fuel and money.

Facility of Public Transport: Many of our students and some faculty utilize the facility of public transport to go up and down.Many of students avail the facility of bus-pass to minimize effect of pollution.

Paperless Office: College goes through emails from various agencies like UGC, State Government, KBCNMU, etc to decrease use of papers. In the office, most of the work is done paperless. ERP Softwares is used for admission, accounts, scholarships, examination forms, convocation, etc. SOUL software is used in the library to issue and receive books. Every student, the faculty and the staff have been provided with e-mail id smcmuk@gmail.com. We do use one sided paper for printing to save environment. Circulars are circulated some-times on official and departmental whatsapps.

Plastic Free College Campus: We have been trying to maintain discipline to ban the use of plastic. We attempt to use paper bags. We cherish sincere responsibility regarding green environment. Students are instructed for not to use plastic bags.

Green Landscape: NSS unit has attended tree plantation programs with NGOs in Muktainagar to have green landscape. This has reduced the carbon effect. LED lights have been used by the college to save energy to maintain green campus. There are sufficient windows, doors and ventilations to classrooms. They help enter sunlight and save electricity. There is the solar panel to save electricity. Faculty and staff instruct students to switch off fans and lights while leaving class rooms.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 01: 1. The Title: To make overall development of students for employ-ability. Students face employment problem being rural. Employ-ability and overall personality development is challenging. Subject Knowledge Test judges students as weaker and advanced learners. They are developed with remedial and extra coaching classes. Objectives: 1. To make students employable. 2. To increase subject skills. 3. To heighten communication skills. 4. To inculcate presentation skills. 5. To develop interest of study. 6. To create friendly atmosphere. Context: University syllabus is employment based and taught with PPT, Internet and Video Lectures with Computer Literacy to develop submissive rural students. IQAC cares always atmosphere of progress. Wi-Fi campus and Internet adds to it. Students use computer lab to have proficiency in computer programming. Clever students taught weaker students. Department of English with basic knowledge of English develops communication skills. Commerce department attempts towards jobs orientation with field and industrial visits. Economics-Department attends economical surveys. Political Science department inculcates current political issues. Department of Marathi gives students cultural values in Marathi language. Alumni guide students on employment problems at alumni meet and students compare with them with motivation. We get meritorious students in departments and in the university also. Work culture is nurtured by Earn and Learn Scheme. Yuvati Sabha and NSS contribute towards girls' progress and students' progress respectively. Practice: Student Welfare Department conducts student centric activities for personality development. The department inculcates work culture through Earn and Learn Scheme. Poor students are selected and given remuneration for the works done by university and college. Yuvati Sabha provides skills and a wider scope to girls by organizing Judo-Karate Workshops, Gender Sensitization Lectures and Yoga Programs for professional skills and to offer respect in society. As a result, some girls have got services in the police department on the post of PSI. NSS Unit organizes programs called Swacchata Campaign and Surveys, Tree Plantation, National Heroes Anniversaries, Social Rallies, Literacy Program, etc as regular activities. The department adoptes the village for five years. Every year the unit organizes Special Winter Camp there and worked for the betterment of the village working with Gram Panchayat. They conduct Water-Soil Conservation, Tree Plantation and develope social and

patriotic responsibilities. Students anchor in the programs themselves with teacher in the seminar hall. Poetry Competitions, Quiz Contest on General Knowledge and Lectures on Eminent Personalities prove fruitful to build personalities of students for community services. Indoor and outdoor sports facilities are conducted. Students continuously practice on college ground. Sports Department organize university level sports-competitions every year. As a result, our students played at National level as per university norms. Academic Departments go through rigorous academic practices. Regular periods shape students to personal services. Bridge Courses, Subject Knowledge Test and Remedial and extra coaching classes heighten the knowledge in academics. Employment based guest lecturers are invited. Students are counseled inside and outside of the college on sensitive issues. Workshops, debate, elocution, essay-writing, handwriting competition, field works, community services, etc were conducted. Research projects are prepared on respective subjects. Students participate and publish research papers in conferences and workshops organized by the college. Educational-cum-nature visits and trip are organized on the basis of observation to make students research minded. General Knowledge lectures are conducted regularly to attempt for MPSC-UPSC examinations. Unique Academy and Darji Foundation in Jalgaon made awareness on MPSC-UPSC examinations by delivering lectures. Our students have been working as Judge, Lawyers, Teachers, Professors, Policemen, Social Worker and Politician etc. Alumni and outside interested workers use library reading room for the study of competitive examinations. Their company also motivate our students. Alumni guide students at alumni meet. Students get motivated by looking them working in social, economical and political fields of life. Evidence of Success: All the Departments of the college have organized programs like field works, guest lectures, alumni lectures, local group discussion and seminar, bridge courses, subject knowledge test, remedial extra coaching classes, etc. to shape and shine personalities of their students. Recently the college has got "A" grade in the academic audit made by KBC NMU, Jalgaon and also has been awarded with ISO 9001:2015 certificate from 14, May 2014 for next 3 years. Problems Encountered: Students, in the college belonging to rural and tribal background, have difficulties of communication skills. They lag behind with the students of the cities competitively. There is no Industrial Development in Muktainagar area hence students have less job opportunities and also industries from metro cities do not come directly to them for the purpose of placements. Besides this we attempt to send students for campus interviews into nearby cities. Resources Required 1. Professional Trainers in the field of competitive examinations. 2. Placement Opportunities from metropolitan cities. 3. Self Employment workshops. 4. More Reference Books of competitive examinations in the library. 5. Latest software in Language Lab. 6. Extra coaching as a permanent resource. 7. Fund required for organized activities, still the college bears maximum load of fund to organize activities in the college. Best Practice II: Title: To create an awareness and significance of English language among rural students. Objectives: • To create a positive attitude of learning English. • To develop communication with basic language skills. • To teach students English Grammar. • To prepare good translators of English. • To introduce English with linguistic competence in life situations. • To boost students to face problems of competitive world. • To shape students-personalities towards international communication. • To produce ethics among students. • To make students employable with abilities intellectually, personally and professionally. • To build students towards Nation building. The Context: Our students being only farming and rural the gross enrolment ratio (GER) in higher education is less and the situation of students in villages is illiterate in English. Such students are a challenge to teach English regarding personality-competence. On the first day the teacher introduces with them and talks on the importance of education in life. They are counseled and moved towards educational interest. Subject knowledge test, bridge course, remedial coaching and extra coaching

classes with regular attendance, innovative teaching, oral feedbacks, practice tests, (sometimes spontaneous eloquence, essay writing competition, preliminary practice test,) and internal examinations and external test examinations, research project on syllabus, parents-awareness-letters, seminars and certificate course on "Write and Speak English with Grammar and Phonology" are conducted for proficiency in listening, speaking, writing and reading skills to fulfill objectives and to make students employable. The Practice: Initially subject knowledge test is conducted to test students' previous knowledge. The teacher identifies the weaker and strong (not advanced) students in English by showing marks. Maximum students are identified very weak in English language. Students start meditating and the teacher decides the further policy of teaching. Bridge course is conducted to bridge between the previous and present curriculum. Remedial and extra coaching classes are conducted to strengthen students in English as a bond of sincerity built up between teachers and students. Syllabus and lesson plans are discussed in classrooms. Teachers use lecture method with use of ICT. Micro level Teaching is done with sentence elements, tenses, conjunctions, prepositions, articles and active-passive voices. Students thus speak small structures of English with practice. They express happiness and surprise about the knowledge got. For better understanding, Marathi translation is used as per requirement. Vocabulary is developed discussing words and phrases. They are also suggested to use writing method to avoid reciting. Subject verb object complement full stop (svocf-pattern) is practiced with tenses. They are made excellent finally Stress is given on grammar practice and improvement in classrooms. Regular practice tests and COC tests are conducted. Annual examination of COC is conducted every year as per university norms. One paper is on subject project and two papers on theory. Internal test is organized as per university norms. Research projects are made from students on the syllabus taught on grammar. If a student is absent for practice test and lectures, his parents are made aware of the absence. Teacher takes oral feedback on the topic taught immediately and one of the students is called upon the stage to deliver the matter discussed. They create the interest of studying English in the classrooms and at home with boldness. Seminars and group discussions are also conducted. Essay writing and elocution competitions are held sometimes to build writing and speaking skills. The language lab is used to increase the proficiency in English. Certificate course in "Write and Speaks English with Grammar and Phonology" was started in 2010-11 by the college. This syllabus has been designed by the English faculty. Evidence of Success: This practice and the good academic environment of the department,

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://smcollege.in/gallery/awareness-and-significance-english-language

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

Vision of the college: "Vision of the college goes to the development of the college towards excellence and self reliance among students as the university graduates citizens with the help of educational and quality enhancement." To support, the institute identified the thrust in the backward and rural area of education socially and priority is given to up-liftment of these people. By seeing our efforts, maximum students are enrolled from SC, ST,VJ/NT and OBC categories. There is less educational awareness in these people so to motivate them, we go to villages to meet parents of students and explain to the importance of education in life and convince them to get enrolled to various programmes. We organize parents' meet of these students regularly to make them

identified with the progress of their wards. This attempt makes students and parents motivated towards the importance of education. At the time of admission process, the proper guidance is provided to students by admission committee. If they have problems of paying fees, they are relaxed to pay fees in installments. Sometimes teachers help them by paying fees. They are made aware of all the scholarships schemes by circulating notices in classrooms, on notice boards and through personal counseling to fill up scholarship forms. Personal attention is paid to fill up every form. Maximum students go up and down by state transport buses everyday so they are cooperated to get bus passes. Some students who are admitted to the government hostel are also helped to complete the admission process of the hostel. Ideal students are created to contribute to Nation building. This human policy is appreciated by alumni observing the change in them. Students are welcomed celebrating 'welcome function' to make them familiar with college environment to build confidence in them. Quality education is provided to students through classroom teaching and ICT tools. Students are shown educational videos based on syllabus which are shared by them through mobile app and e-mail. They are taught detailed with efforts and labour observing weak in subjects due to rural background. The faculty and staff ensure potentially to provide them best opportunities. Following the mission, through educational programs, curriculum, co-curricular and extra-curriculum activities, and college progresses students towards nation building. HoDs, IQAC and Principal pay sincere attention to regular classes. Practice tests are conducted on the topics taught immediately. Seminars and group discussions are held at college level. Internal examinations are conducted as per the guidelines of university. Subject oriented knowledge on innovative and current issues is essential for poor students. This is done through counseling of students to turn them to read news papers, magazines, internet, ICT and e-resources. We attempt to bring the professional touch to programs. Our students participate in value added courses to follow the cordial counseling and provide them career oriented certificate courses to face competitive era. College is popular to teach syllabus innovatively.

Provide the weblink of the institution
https://smcollege.in/storage/app/media/CRITERION7NAAC2019/7.1.16/7.3.1_15830166 58_3961.pdf

8.Future Plans of Actions for Next Academic Year

FUTURE PLAN: 1) To start PG programs in English, Marathi and Political Science. 2) To start new faculty of Science. 3) To start B.Ed. program for Women. 4) To start Energy saving project like Solar unit. 5) To start Skill Oriented Courses from NSDC, B.Voc. etc. 6) To seek funds from the other agencies for research and innovation.