



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1. Name of the Institution

Vidya Bharati Shaikshanik Mandal
Amaravatis Sant Muktabai Arts,
Commerce and Science College,
Muktainagar

- Name of the Head of the institution Prin. Dr. I D Patil
- Designation Principal
- Does the institution function from its own campus? Yes
- Phone no./Alternate phone no. 02583222322
- Mobile no 8208991570
- Registered e-mail smcmuk@gmail.com
- Alternate e-mail idp72@yahoomail.com
- Address Aurangabad-Indore Highway,
Burhanpur Road, Muktainagar Dist
Jalgaon
- City/Town Muktainagar
- State/UT Maharashtra
- Pin Code 425306

2. Institutional status

- Affiliated /Constituent Affiliated
- Type of Institution Co-education

- Location **Rural**
- Financial Status **Grants-in aid**
- Name of the Affiliating University **Kavayitri Bahinabai Chaudhari
North Maharashtra University,
Jalgaon**
- Name of the IQAC Coordinator **Dr V. S. Lavhale**
- Phone No. **7875486726**
- Alternate phone No. **7875486726**
- Mobile **7875486726**
- IQAC e-mail address **vandanaslavhale@gmail.com**
- Alternate Email address **vandanaslavhale@gmail.com**

**3.Website address (Web link of the AQAR
(Previous Academic Year)**

[https://smcollege.in/storage/app/
media/naac%202223/aqar%2021-22.pd
f](https://smcollege.in/storage/app/media/naac%202223/aqar%2021-22.pdf)

**4.Whether Academic Calendar prepared
during the year?**

Yes

- if yes, whether it is uploaded in the
Institutional website Web link:

[https://smcollege.in/storage/app/
media/naac%202223/academic%20cale
ndar%202223.pdf](https://smcollege.in/storage/app/media/naac%202223/academic%20calendar%202223.pdf)

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	Nil	2006	02/02/2006	01/02/2011
Cycle 2	B	2.87	2012	15/09/2012	14/09/2017
Cycle 3	B+	2.71	2021	01/03/2021	28/02/2026

6.Date of Establishment of IQAC

15/06/2021

7.Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	Nil	Nil

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9. No. of IQAC meetings held during the year **2**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

Lecture up gradation

Implementation of field works, Extra coaching and Remedial Classes, guest lectures, mentor- mentee scheme, MOU's, teacher development programmes, alumni association, Placement

Organisation of Internal, External Examinations and university examinations.

Certificate Courses & Add-on-Courses Implementation.

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

Plan of Action	Achievements/Outcomes
<p>To conduct the activities like field visits, industrial visits, nature visits, environmental visits, guest lectures, alumni meetings, sports activities, N.S.S. activities, placement activities, Avishkar, Yuvarang (activities by Univerity), Earn Learn Scheme, the competitive examinations, etc. with updation.</p>	<p>We have gone through these activities from time to time</p>
<p>To conduct two additional programmes by each department one webinar and one skill development programme in online or offline mode.</p>	<p>We have taken the offline and online programs as per the plan of action</p>
<p>Strengthen the academic and cocurricular activities towards quality enhancement.</p>	<p>The said activities have been implemented as per the need of academics</p>
<p>To manage and modify the teaching, learning process of the Certificate Courses by the university with the modest implementation of the final examination & send the proposals of affiliations to the university.</p>	<p>The modification and updation have been completed with the conduction of the related activities</p>
<p>To form the committees to work as per the NAAC guidelines</p>	<p>The execution of the committees has been followed</p>
<p>To update the Career Cutta facility for the students</p>	<p>The Career Cutta facility has been updated.</p>

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	09/02/2023

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	Vidya Bharati Shaikshanik Mandal Amaravatis Sant Muktabai Arts, Commerce and Science College, Muktainagar
• Name of the Head of the institution	Prin. Dr. I D Patil
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02583222322
• Mobile no	8208991570
• Registered e-mail	smcmuk@gmail.com
• Alternate e-mail	idp72@yahoomail.com
• Address	Aurangabad-Indore Highway, Burhanpur Road, Muktainagar Dist Jalgaon
• City/Town	Muktainagar
• State/UT	Maharashtra
• Pin Code	425306
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid

• Name of the Affiliating University	Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon				
• Name of the IQAC Coordinator	Dr V. S. Lavhale				
• Phone No.	7875486726				
• Alternate phone No.	7875486726				
• Mobile	7875486726				
• IQAC e-mail address	vandanaslavhale@gmail.com				
• Alternate Email address	vandanaslavhale@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://smcollege.in/storage/app/media/naac%202223/aqar%2021-22.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://smcollege.in/storage/app/media/naac%202223/academic%20calendar%202223.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	Nil	2006	02/02/2006	01/02/2011
Cycle 2	B	2.87	2012	15/09/2012	14/09/2017
Cycle 3	B+	2.71	2021	01/03/2021	28/02/2026
6.Date of Establishment of IQAC			15/06/2021		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	

8. Whether composition of IQAC as per latest NAAC guidelines	Yes	
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File	
9. No. of IQAC meetings held during the year	2	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
Lecture up gradation		
Implementation of field works, Extra coaching and Remedial Classes, guest lectures, mentor- mentee scheme, MOU's, teacher development programmes, alumni association, Placement		
Organisation of Internal, External Examinations and university examinations.		
Certificate Courses & Add-on-Courses Implementation.		
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
<p>To conduct the activities like field visits, industrial visits, nature visits, environmental visits, guest lectures, alumni meetings, sports activities, N.S.S. activities, placement activities, Avishkar, Yuvarang (activities by Univerity), Earn Learn Scheme, the competitive examinations, etc. with updatation.</p>	<p>We have gone through these activities from time to time</p>
<p>To conduct two additional programmes by each department one webinar and one skill development programme in online or offline mode.</p>	<p>We have taken the offline and online programs as per the plan of action</p>
<p>Strengthen the academic and cocurricular activities towards quality enhancement.</p>	<p>The said activities have been implemented as per the need of academics</p>
<p>To manage and modify the teaching, learning process of the Certificate Courses by the university with the modest implementation of the final examination & send the proposals of affiliations to the university.</p>	<p>The modification and updatation have been completed with the conduction of the related activities</p>
<p>To form the committees to work as per the NAAC guidelines</p>	<p>The execution of the committees has been followed</p>
<p>To update the Career Cutta facility for the students</p>	<p>The Career Cutta facility has been updated.</p>
<p>13.Whether the AQAR was placed before statutory body?</p>	<p>Yes</p>
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
College Development Committee	09/02/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	15/02/2024

15. Multidisciplinary / interdisciplinary

We have started B. Voc Course in Journalism as a UG course under the guidance of the KBC NMU, Jalgaon from 2021-22 for the Services to the students in this competitive world.

16. Academic bank of credits (ABC):

The syllabus by the University is also based on credits & certificate based. Through this mode, student academic data is held and the academic awards are stored. The credit-transfer of and the certificate are implemented here. It is the advancement process of students through learning. The accounts of students will be opened to adopt multiple options to enter into colleges and universities. It will bring the quality of education with multiple innovations. The credits earned by students will be managed and checked. The main objectives of ABC are "Student contric education, learner friendly teaching, interdisciplinary teaching, choice based courses & providing education at homes." Keeping these objectives in mind, the central government implemented the educational policies like NEP & ABC as the significant backbones of the education system. The ABC is a storehouse for the credits of the students with the multiple choices

to be checked students excellence at any time for their skillful professionals and overall growth. It is a wide door to Indian education to extend to a great height. The ABC will process of maintaining students accounts regularly with the online touch for the government for being seven years' validity.

The students can seek admission directly in the second year at any university with his own freedom of adopting diploma or certificate. The ABC in short will chook students' credit record. The student must open his ABC account with his "name, address, certificates & his course details." The student will log then at any given point to see his earned credits. The credit system will be as per the courses he has adopted and the credits will be

automatically awarded to the student. The college will fill out the details & upload the deposits in his ABC account on the digital portal. The evaluation & verification of credits will be carried out by ACB at regular intervals. He can transfer his credit with the ACB. The students will adopt online as well as offline courses among which the important are "NPTEL, SWAYAM & V-LAB." The credit validity of seven years will change as per the course or discipline type. The students will get benefited with 'Skill-Oriented' education with the choice based Syllabus. This is the best educational system to increase student's profession in future to make him life-oriented to be fitted in economical walles of life.

17.Skill development:

Remedial Coaching Classes and extra coaching classes are engaged to develop the skill of syllabus to write papers without copies. The skill of the subject is developed with these classes. The weaker students match ahead and the strong students go to the height & their goals. The skills of writing and speaking English is progressed with the extra of remedial coaching of English classes. In short, the student personality is shone here to enable him to get profession in this competitive world of men. Through placement cell and competitive examination classes, the skills of profession is developed. Career Oriented Courses are run and certificates are given by the university by seeing the performance. Certificate Course in Write and speak English with Grammar & Phonology' is run to develop the skills of English communication among the students. Students' Listening, Speaking, Writing, Reading with Communication are heightened with this Certificate Course. This skill has developed students more who have got cervices in the sectors of society. Through the Certificate Course in" Bhashantar Kaushaley, the skill of professional ethics like translation" is developed throughout the academic year. 'Introduction to Political Science' inculcates the skills of human values, professional values, political values to get services in human competitive world. Introduction & Application of Banking Systems inculcates the skill in professional banking systems and Tally with GST develops the skill in taxation to get services in commercial world. Certificate Course in 'Python' develops the skill in Computer technology and various languages to admit students to the world computer in the fabrics of life. The Subject Knowledge Test and

the Bridge Courses are organised to test the skills in the subject knowledge of the previous years of the bridge is built between the previous knowledge and the today's knowledge of the subjects. As a result, the students ration results has increased with merits. Add-on-Courses are run at the beginning of the first of second year, through which, the skill of the subject knowledge is developed. Thus the still development is done with the above courses & our many of the students have been selected as in the various sections of organisation to get their bread and butter

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

The syllabi of the home university, KBCNMU, Jalgaon is framed always appropriately with integration of Indian knowledge system in the manner of the teaching in Indian Language, Culture & using online course. Our college is an under the guidelines of the home university just following the syllabi framed by the Board of studies. We follow and implement the integration of Indian knowledge system. All the departments have the syllabi in Marathi, Hindi and English.

The Compulsory English is taken by the student up to the degree level and there are other subjects in Marathi language. We have the Hindi subject at, graduation level which is made easy sometimes as per the need the students. English is run at special level in the Department of English but it is made easy to the students with the medium of Marathi language sometimes. The syllabi in Commerce Department, BCA Department, B. Voch, is taught as per subject in Marathi & English. The science syllabus is taught in English but students' problems if any are solved with the help of Marathi. The college, being in the rural and farming area,

the students are weaker in the knowledge of their subjects hence the Marathi medium is compulsory sometimes. The Indian culture and ethics are taught through the syllabi of the home university. -The students learn the syllabi using the online courses. The teachers use the online mode to take notes on their syllabi. The programmes & activities of the college are conducted online as per the need of the time. The online conferences are organised to teach the syllabus topics.

The Certificate Courses are conducted to enhance the knowledge of the students a through Indian Knowledge system. The Add-on-Courses, the Bridge Courses, the Extra Coaching & Remedial four classes are engaged to make students proficient in learning. Thus, the college implements the appropriate integration of

Indian Knowledge System ie. teaching in Indian languages, culture with using online course.

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

The syllabi of the KBCNMU are to the mark of providing the outcome based education. They contribute to the modern need of the time and really the ethics, culture and the management of living life with the success of life. By following the syllabi of the home university, the college follows the strategy of implementing the syllabus towards the outcome based education under the guidelines of IQAC. All the faculties follow the implementation the classes and the cocurricular extra- curricular activities to progress the skills of knowledge among the students. The Extra & Remedial classes are engaged to make students persuasive towards the interest of the syllabus. In the beginning of the academic year, the Principal calls a meeting on the conduction of the syllabi and the related activities online & offline. The strategy of the outcome based education is commenced with the preparation of the Academic calendar for the activities. The subject knowledge Test, Bridge-Courses, Add-On-Courses are Implemented regularly. The unit test & the internal examination under the norms of the university are conducted. The regular counseling is done to the students through the cultural, academic co- curricular & extra curricular programmes. The annual examination of the university is conducted smoothly but strictly by considering the students at central. The regular classes are planned out every year.

The Certificate Course in English, Marathi, Political Science, Economics, Commerce & BCA are conducted as per the norms of the university and the skill based, soft-skill, ethics based education ie provided to help get services in the sectors of society. Through N.S.S. department, the students are persuaded towards the contribution to the societies through the conduction of the cultural, social & society oriented programmes. The Sport Department shapes the students towards the phusycal educational through the implementation of the sport activities at state level & participation I n natural activities. Library provides the book facility sincerely with text books, cultural books, ethical books, books on politics, etc. to bring the outcome based education and General Knowledge Committee. The placement cell works on placement opportunities for the students. The Earn & Learn Scheme, Students Development Cell, Eloquence Competitions, Poetry Reading, Yuvati Sabha, Carries Guidance Cutta & others contribute to progress students towards the outcome based education.

- 1) The quality based syllabus of the university.
- 2) The fulfilment of culture, ethics and academics through syllabus.
- 3) The management of living life through syllabi.
- 4) The teachers and students have been skilled in online & offline education.
- 5) The Students have been progressed in education through regular extra coaching & remedial classes.
- 6) The discipline in implementing activities have been increased among the teachers & students with other stakeholders.

- 7) The students have been persuasive & Submissive and helping natured through the regular activities and classes.
- 8) The subject knowledge test, Bridge Courses & the Add-on-Courses have developed students' subject knowledge.
- 9) The writing skill is developed with the regular conduction of the tests & examinations.
- 10) The regular counseling has made students humble, submissive and persuasive towards the contribution of life.
- 11) The Certificate Course in English has enhanced the communication skill of the students.
- 12) The other Certificate Course have enhanced The ethics g subjects of education.
- 13) NSS department has enhanced the spheres of social life of the students through the cultural & social activities.

- 14) The Sports Activities have cooperated to maintain students health issue.
- 15) Library service has given the facilities of thorough knowledge.
- 16) The personality making of the students has been progressed through the placement-cell, the general Knowledge committee, the Yuvati Sabha of other activities.

20.Distance education/online education:

The college in affiliated to the KBC North Maharashtra University, Jalgaon. The education process of the college is run with the guidelines of the home university. The syllabi of the education is framed by the BOS of the home university & the education is implemented as per the norms of the university for the UG and PG classes. The science faculty is being run upto the S.Y. BSc. duels the start newly last year. The classes of B. Voch are also being conducted up to the Second year batch. we conducted the online academic programmes with Google Meet, Zoom and others. The students learner the process of online

teaching & learning to enhance their subject knowledge. Some of the students anchored the programmes also. The online education was the best contribution towards the education for the teachers & students. The students did online education as per their needs. They went through the online system of examination of the university and the online system became easy for them. The teachers did online teaching & sending notes & online question papers to the students through WhatsApp groups & google classroom. Some of the teachers taught students making videos on the syllabus of uploading them upon their own Youtube Channels. The number of videos can be calculated upto 1200 videos to enhance the knowledge of the students. Some teachers have participated the online FOPs and workshop on their subjects to develop of the ratio of their subject knowledge. The Ph.D. guides in the college have gone through the online process to examine the performance of their Ph.D. students.

Extended Profile

1.Programme

1.1

10

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

File Description	Documents
Data Template	View File

2.Student

2.1

1149

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2

1065

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

File Description	Documents
Data Template	View File

2.3	225
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	23
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	23
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	32
Total number of Classrooms and Seminar halls	

4.2	1818192
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	155
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

To make learning more effective, at the beginning of the academic

year, the bridge courses are conducted for the first year students so that the gap between the previous and current knowledge should be bridged.

1. Field visits and study tours are organized to enhance the experiential learning experience.
2. E-content is developed for the creation and transfer of knowledge.
3. Slow and advanced learners are identified on the basis of marks in the subject knowledge test and the previous examination.
4. Slow learners are coached through bridge courses, remedial classes and extra coaching classes.
5. 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.
6. Advance learners are guided to participate in the activities like research projects in Avishkar, Yuvarang, Commerce Quiz Competitions and other competitions at University level.
7. Teachers participate in the workshops related to the curriculum development and the innovative teaching methodology.
8. Teachers are deputed to attend the orientation, refresher and short term courses for innovative approach in teaching and learning experience.
9. The Principal, the HoDs and the IQAC monitor the planning and execution for the effective curriculum delivery.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://smcollege.in/storage/app/media/naac%202223/academic%20calendar%202223.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

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 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 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.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://smcollege.in/storage/app/media/naac%202223/academic%20calendar%202223.pdf

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

5

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

14

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

345

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environmental and Sustainability:

- NSS volunteers have labored for 927 hours under the scheme of "Swachha Bharat Hundred Hours Summer Internship Program". The college has been awarded with Second Prize in "Swachhata Dindi Competition" conducted by the Muktai Varkari Sansthan, Muktainagar. College observes 'No Vehicle Day' Initiatives are taken in e-waste, solid waste, and liquid waste management. College has installed 15 KW solar power plant, and LED bulbs to save energy and minimize environmental pollution. Green audit and gender audit are done.
- Gender Sensitivity: Various workshops, seminars, guest lectures on gender sensitivity are organized. Girls are participated in extra-curricular activities like Annual Social Gathering, Yuvati Sabha Programs, University Activities, Sports Activities & the University Level Cultural program called "Yuvarang". Programs on Women Empowerment, Beti Bachao Beti Padhao, Stri Mukti Movement, have been organized in the college. We have formed an internal complaint committee to solve the problems related with the girls if any. CCTV cameras have been set for the safety of the girls. Vending machine is available in the college.
- Professional Ethics and Human Values: Yoga Day, Vipashyna and Meditation Workshops, Blood Donation Camp, Animal Health Check-up Camp, Varakari Sampraday Swachhta Dindi are organized through NSS, Student Welfare Cell human values.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

6

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

594

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://smcollege.in/storage/app/media/naac%202223/atr.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
---	---

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://smcollege.in/storage/app/media/naac%202223/atr.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1149

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1118

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The students getting 60% marks and above them are treated as the advanced learners and below 60% as the slow learners. The

performance of students in various activities is considered for the advanced learners. The bridge course is conducted to fulfill the previous academic gap. If a student doesn't cope with the subjects or faculty, he or she is counseled first by the admission committee and then allowed to change the subject or faculty. Remedial and extra coaching classes are conducted to acquire the excellence in the regular subjects. Practice tests are conducted to improve the performance of the students in the internal and external examinations. Question and answer/problem solving sessions are conducted on the topic taught in the class. They have won the prizes in these competitions. Students have presented themselves in utilizing ICT tools and software. Guest and alumni lectures, class room seminars and study tours/field visits are organized for the advancement. The social gathering is celebrated every year. Language Lab is utilized to build Communication skills. The computing skills are practiced by the computer lab.

File Description	Documents
Paste link for additional information	https://smcollege.in/content-students
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1149	23

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Our teaching learning process is students centric by sustaining continuous efforts. Along with the conventional lecture method, we have adopted experimental, participative and problem solving methodologies to inculcate critical thinking, creativity and scientific temper among our students.

Experimental Learning:

- laboratory experiments, Internships, Field Visits, Nature Visits, Visit to Historical Places, Environmental Field Projects, Surveys, and Student-Research-Projects.
- The election awareness program through electoral literacy club and the voter awareness forum
- communication skill.
- BCA students perform practicals on developing websites and applications using programming languages.

Participative Learning:

- Students have delivered seminars.
- delivered lectures to the school students and adopted the ability of teaching.
- Quiz contest is organized every year
- Group discussions are conducted on the topic taught.
- spontaneous elocution competitions.
- Video lectures/films based on syllabus are shown
- Bridge courses, subject knowledge test, remedial and extra coaching classes are conducted.
- Anniversaries of National Heroes are celebrated by students to learn their works and build patriotism.

Problem Solving Methodologies:

problems in accounting are solved and the home assignments are given on the topics taught.

- The difficulties of students (oral feedback) are solved after teaching the topics to increase participation.
- Computer languages such as C, C+, Java and Linux are used
- 'Avishkar' competition

File Description	Documents
Upload any additional information	View File
Link for additional information	https://smcollege.in/content-students

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

For the effective teaching learning process teachers go through the google classroom, youtube channels, whats app group, qr code, google forms and the notes are distributed among the students

through the groups. Google classrooms are used to manage classes. Youtube channels are used to provide the online lecture videos to the students. Google forms and testmoz are used to take online internal examination of the students. Practicle exams are organised through Zoom meeting platform.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

18

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

21

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

0

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

192

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

- The internal examinations are conducted as per the academic calendar. The academic calendar is brought to the notice of all teachers in the beginning of semester.
- The internal assessment is based on unit test, attendance and performance of students in various co-curricular activities.
- The marks are displayed on the notice board and answer sheets are shown to students on demand.If there are students' grievances of internal marks are solved by the Teacher, HoDs, Coordinator and the Principal. In case there is a change in the marks of the students the new marks are

considered as final.

- Retest is conducted for the students. The internal examination marks are uploaded on the university website.
- The internal assessment of practical/projects is based on performance in experimental work, project report and vivavoce. Every semester has an examination at the end and there are two semesters in annual year. Parents-Meet is organized by the college every year and the problems of students regarding marks, behavior, attendance and general discipline are discussed in the meeting and good academic environment is observed. The mechanism of internal assessment is transparent and robust in frequency and variety.

File Description	Documents
Any additional information	View File
Link for additional information	https://exam.nmu.ac.in/Exam%20Time%20Table/asp/Examination Time Table.aspx

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

1. Marks of the internal tests and assignments are displayed on the notice board. If there is any grievance reassessment is done.
2. Re-Internal test is conducted. The marks of internal examination are uploaded on university website and checked and rechecked by the subject teacher and the examination coordinator.
3. Students fill up the examination forms along with subjects of choice and the forms filled up are checked. The total forms filled up by the students are displayed on the e-suvidha portal and conveyed to the university for the final purpose of examination. Hall tickets are generated and made available on the esuvidha account of students.
4. Before the start of examination, mistakes in the names of students, subjects of choice in the hall ticket, etc if any are conveyed to the university and solved out.
5. After declaration of the results by the University, if students have any grievance with reference to evaluation, they can apply for the verification of marks within 15 days.
6. Students can apply for the photocopy. In case of any doubt, the student can apply for revaluation within the stipulated period.
7. There is a provision of the scribe and 30 minutes extra-time

for the disabled students as per the guidelines of the university.

File Description	Documents
Any additional information	View File
Link for additional information	https://exam.nmu.ac.in/Redressal/asp/ExaminationRedressal.aspx

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

- The syllabus of the programs is prescribed by the university with the aims and objectives of the subjects. To prepare the programme outcomes, programme specific outcomes and course outcomes, the IQAC conducts a meeting with the faculty. In the meeting the brain storming session was conducted and they were instructed to prepare the outcomes.
- The college has accepted the objectives of university for the syllabus of every subject and followed them to form the course outcomes with modification considering the POs and PSOs to prepare the course objectives.
- The course outcomes, programs outcomes and program specific outcomes are communicated to all the teachers and students through the Departmental Libraries, Notice Boards, Computer Lab and Language Lab. They are available in the syllabus file in the central library also. They are displayed on the college website.
- The programme outcomes and programme specific outcomes are displayed on the notice board and HoDs cabin. These outcomes prove very fruitful to the students. They increase the theoretical knowledge and communication skills of the subject and the application of the subject among them.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://smcollege.in/storage/app/media/2NAC%20WEBLINK/261-cos-1.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

- The HoDs are instructed by the Principal to evaluate the attainments after the university result.
- University-examination-result is the outcome of the syllabus implemented by the teachers.
- The university result is treated as the tool for the direct attainment of COs, POs and PSOs.
- The unit tests and internal examinations are conducted to utilize and prove the attainment of the course outcomes. The attainment of COs, POs and PSOs is measured directly on the basis of subject-wise results of final year of UG and PG.
- The students have developed their critical thinking with the participation in various activities
- The effective communication has been enhanced through elocution compitition, Essay Competition and related activities Swacchata Abhiyan, BloodDonation awareness, awareness about Digital Literacy, Water and Soil Conservation Project and Superstition Irradiation developsocial interaction.
- Effective citizenship is inculcated through the participation of the NSS activities and various days celebrations. The ethics have been increases with the conduction of various activities. Field visits, nature visits, educational cum historical tours, tree plantation and preservation, soil and water conservation, construction of soil plug in adopted village at Karki, cleanliness campaign have sustained the enviornmental atmosphere.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.facebook.com/photo/?fbid=560429662757842&set=pb.100063724396376.-220752000

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

167

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://smcollege.in/storage/app/media/naac%202223/feedback.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

01

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	https://nmu.ac.in/en-us/Research/ResearchProject

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

- **Innovations and Incubation:** We motivate students for starting businesses as job creators rather than job seekers. The faculty stress on making them business oriented. Guest lecture of bankers, tax consultant, beautician, etc have been organized to inculcate entrepreneurship.
- **Creation and Transparence of Knowledge:** Motivation of the committee under the guidance of the Principal has increased the number of projects, research papers, the student research activities in the college. Committee suggests the improvements in the projects and the research activities by teachers and students. Faculty has been using ICT tools with traditional lecture method such as google classroom, ppt presentation, video lectures, etc.
- College has a language lab having Ace-net and other free Software to enhance communicative abilities of students. The computer lab with high speed internet connection and the

smart board are available.

- Faculty has designed syllabi for the certificate courses as per university guidelines. 07 Certificate courses and 30+ add-on courses are being run.
- The regular classes on general knowledge, alumni lectures, and placement activities have been conducted.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	www.smcollege.in
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

18

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

5

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

1. NSS Unit, Yuvati Sabha Cell and Student Welfare Cell conduct these activities. Concerned departments and cells sensitize students towards social issues through their various activities. Lectures of eminent personalities are conducted on social issues to ensure holistic development of students.
2. NSS unit earnestly challenges students to inculcate national integration in the neighborhood society. Every year a village is selected in the vicinity and college organizes a seven days residential camp and organizes cleanliness campaign, village survey, awareness of soil and water conservation, organ donation, cash-less society, disaster-management, caste-less India, eradication of superstition, save energy, social health program, anti open defecation,

competitive examinations, laws awareness,stri bhrun hatya, tree plantation, etc. During last five years, we have organized camps in Karki and Ramgarh, a tribal village. In Ramgarh,students performed street plays to prohibit against permanent addiction of alcohol. They made awareness of education, cleanliness, health, voter rights, government schemes, etc.

3. College also conducted cleanliness campaign throughout slum areas, bus stand area,Gram Panchayat, andMaha-Shramdan& tree plantation program through forest department of Muktainagar. College has planted and preserved trees to green college campus.

File Description	Documents
Paste link for additional information	https://www.facebook.com/p/Sant-Muktabai-Arts-Commerce-and-Science-College-Muktainagar-100063724396376/
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

1

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

<https://www.facebook.com/p/Sant-Muktabai-Arts-Commerce-and-Science-College-Muktainagar-100063724396376/>

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1355

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

02

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

- The total land of the college campus is 6.75 acres surrounded by the compound walls. The old campus is 2.25 acres and the new campus is 4.50 acres. The total built up area is 7134.69 Sq. m.
- The Main Library, Yoga - Hall, N.S.S Office, Student Development Cell, Competitive-Examination Cell, Yuvati Sabha Cell and Counseling Cell are available.
- Store Room, Common Room with Ladies-Wash-Room, English Language Lab of Acenet 5.1 Software with 11 computers and LAN facility.
- The Principal Office is attached with the Central Office, the Meeting Hall and the Sanitary Facilities. IQAC Room,

Examination Room, Examination-Store-Room, Reprography, Custody Room, Central Library, Reading Room, WiFi Facility, 21 Classrooms with ICT Facility, LCD Projectors, Computer Lab of Internet Speed of 25 Mbps, Drinking Water, Ramp, notice Boards, Suggestion Box, Fully Secured CCTV Cameras, Generator Room, Watchman Room, Washrooms, Canteen, Parking Area, Campus with Eighty-Trees, Growing Bougainvillea outside campus, Seminar Hall of 192 Chairs with audio visual system, Additional Seminar Hall, Ladies Washroom, 03 Stock Rooms, Water Tank, R.O Water Purifier, Water Cooler, 15 KW Solar roof top system and Guest House in the main building.

- We have one Smart Boards, Laptops, Library is computerized with SOUL 2.0 software with e-journals

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://smcollege.in/gallery/infrastructure

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

- **Outdoor Games:** Cross country games, Cricket and various games are made available to the students. Students utilize the ground to practice outdoor games. The ground is also allowed for the outside players to play and practice.
- **Indoor Games:** Chess, Carrom, Badminton etc are excersized as the indoor games in the indoor stedium. The indoor stedium facilities are available in maximum amount of existance in our college.
- **Gym Facility/ Health Centre:** It includes sit up bench, personal training bench, massager, chromo dumbbells, plates, aerobic step, treadmill, press bench, weight-lifting unit, double bar, dip stand, skipping road, up-right bike, and fitness machine.
- **Yoga-Facility:** Yoga Hall of 30 ft. x 40 ft. is available. International yoga day and the yoga by the yuvati sabha are celebrated every year.
- **Cultural Programs:** We have a well equipped Conference Hall (15.88 meter x 9.44 meter) of 192 seats with Audio Visual Aids, the LCD Projector, Laptop, Photo Camera and Video Camera for recording. Seminars, Conferences and Workshops and cultural programs are organized there. The competitions

of students like elocution, singing, poetry-reading and students' programmes, welcome-function; anniversaries of the national heroes, etc. are organized.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://smcollege.in/gallery/infrastructure

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

25

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://smcollege.in/gallery/use-ict-variousdepartments
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

1818192

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

- **Central Library:** We have a central library which has the size of 9.44 m. x 12.66 m. The reading room has the size of 19.10 m. x 6.50 m. including the librarian office. The library is naturally airy and full of sun light. It has a number of fans, tube lights, cupboards and computers with the separate reading rooms for students and the staff.
- The timing of reading room is from 08:00 am to 05:00 pm. There are the facilities like issue-return counter, stack room, reading room, e-journals, e-books, internet, OPAC, etc.
- The Library is partially automated with SOUL Software Version 2.0 (2012) since 2007.
- OPAC is used to search for titles, authors, publications, locations, cataloguing, etc.
- Books are made available to the alumni and outsiders through faculty for competitive examination and for NET, SET and Ph.D. Five PCs are available for the stake holders to enjoy the access of e-resources and internet with the facility of headphones and internal connectivity.
- Reprography facility, Wi-Fi access, INFLIB-NET and N-LIST facilities are available
- There is a Library Advisory Committee supervises the library activities.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://smcollege.in/library

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

35741

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

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

4.2.4.1 - Number of teachers and students using library per day over last one year

25

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

- Computers with the latest configurations and software are added regularly to ensure the effective implementation of Teaching and Learning and the efficient Administrative work.
- We use the Windows 7 system as the updated version for all the PCs.

- The Wi-Fi facility is active in our campus since 2009-10 till the date with increasing bandwidth.
- The SOUL software has been installed in the Central Library since 2007.
- The Institution Access to e-books & e-journals is provided to the students and staff by the central library through the membership to INFLIBNET - NLIST.
- There is LAN in the computer lab to use printer, scanner and internet. The Seminar Hall is Wi-Fi enabled with the projector and screen. The Seminar hall is also used for the PPT presentation and video conferencing.
- We have 25 MBPS internet bandwidth.
- The laptops and LCD projectors are used. The whole campus is under the CCTV surveillance.
- The photos of the activities are uploaded on the Web-site and facebook-page of the college.
- 11 computers are available with internet connection and licensed software in the language lab.
- One power generator of 25 KVA is available in the campus

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://smcollege.in/gallery/solar-roof-top-system-capacity-15-kw

4.3.2 - Number of Computers

155

File Description	Documents
Upload any additional information	View File
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1818192

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Academic Monitoring : All the academic works, checking lesson plans, lectures, completion of syllabus, holding departmental meetings, academic dairies and roll calls and conduction of the internal examinations.

Supporting Units:The NSS, Yuvati Sabha, Student Welfare, Cultural Committee and the Physical Director.

Campus Development Committee:

- The Campus Development Committee maintains and supervises all the works such as the cleanliness of the upper and lower sections of the buildings with the classrooms, passages, floors, laboratories, library, staff rooms, hostel and canteen etc.
- Cleanliness and the tube-wells are looked after by the

committee.

Maintenance and Utilization of Sports Facilities:

- The Indoor games are practiced regularly.
- The leveling and mainanance of the sports ground
- The Gym instruments are maintained regularly.

Utilization and Maintenance of Library:

- There are the separate reading rooms for girls, boys and the staff.
- The wooden racks have been made available in the reading hall
- Tables and chairs separately have been set
- There is a separate section for reprography
- The property counters are available for placing the bags of students.
- News papers are placed on the stands
- Book issuing is followed with barcode system.
- There are 50 cupboards of various books titled.
- We have a special cupboard of Bound Volumes of Journals and Magazines.
- 35 CDs are available for the educational purpose to be used by the teachers and students.
- The e-journals are accessed through the N-LIST system.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	www.smcollege.in

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

508

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

99

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://smcollege.in/gallery/awareness-and-significance-english-language
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

344

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

344

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

21

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

12

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

4

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

Magazine "Pratibha" is published every year and students are motivated to write their creative articles, essays and poems.

Students are represented on academic and administrative bodies/committees to mark equality and discipline.

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

As per the norms of the university the elections of students council has not been constituted.

Students have participated in the following committees:

College Development

Commerce Association

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

Earn and Learn Scheme

Magazine and Publication

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.

Students are actively participated in the sports committee to share sports at annual gathering.

File Description	Documents
Paste link for additional information	https://smcollege.in/facilities
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

81

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

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.

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.

Alumni Contact:

All the academic, cultural, extra curricular and other related activities are participated by the alumni.

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

File Description	Documents
Paste link for additional information	https://smcollege.in/alumni
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

- Principal is the head for academic and administrative activities in the college.

- He is the mediator between the staff, students and management.
- The Principal is assisted by the Vice Principal and Office Superintendent.
- HoDs ensure smooth and effective functioning of their respective departments.
- Various committees implement different curricular, co-curricular and extracurricular and extension activities.
- The stakeholders' views, suggestions and expectations are taken into consideration to develop the next mechanism.
- The teachers and the non-teaching staff have been included in the College Development Committee/Local Management Committee.
- IQAC plays an important role in the implementation and planning of the academic and administrative activities.

File Description	Documents
Paste link for additional information	https://smcollege.in/aboutus
Upload any additional information	View File

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

- 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 from the academic year 2019-20 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.

File Description	Documents
Paste link for additional information	https://smcollege.in/storage/app/media/naac%202223/org.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

There are the facilities like N.S.S, Yuvati Sabha, Placement Cell, Student Development Cell, Sports Activity, Remedial Classes & Extra Coaching Classes, Language Lab, Central Library, the guidance on Competitive Examinations, MOUs, Computer Lab, the Smooth Office Management, the various student oriented activities, etc are there to have the perceptive/strategic plan.

As per the Vision and Mission, the college attempts to make student skill-based and self reliant giving them the social and economical progress through the skill based education. This stimulates and strengthens the potential among the students with empowerment. The progress in promoting skill education, professional development, self confidence, leaderships, the utility of knowledge with talent, etc. are carried out through our sincere efforts.

India will be the country of Youths in the world and the population of its will be high for the development and hence the college has cared for the all round development of the students with new approach for carrying out the skill based education.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://smcollege.in/naac
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The Governing Body/Executive Body:

Local Management Committee (LMC)/College Development Committee (CDC):

The Principal:

The Vice Principal/The Academic Coordinator:

The Head Clerk:

The Clerical Staff:

The Functioning of IQAC:

There is the IQAC which has been giving the assurance regarding the quality sustenance. It takes the meetings to work out the academic and the related administrative work. The coordinator runs the functioning of the IQAC.

Heads of the Respective Departments:

The heads of the departments look after the administrative and academic activities of the department under the guidance of the Principal.

The Faculty Members:

The Librarian and His Staff:

The Physical Director:

The Attendants/Peons:

There are the various committees and cells formed to run the curricular, co curricular, extracurricular and extension activities.

The recruitment/promotion of the staff and faculty will be as per UGC, Government of Maharashtra and KBC NMU, Jalgaon.

We have a grievance redressal committee to finalize the grievances of the students and the staff grievances are solved out in the

CDC/LMC (if any).

There is an anti ragging committee to control the ragging issues regarding the students.

The Sexual Harassment Committee:

There is a sexual harassment committee to observe the problems of women in the college.

File Description	Documents
Paste link for additional information	https://smcollege.in/storage/app/media/naac%202223/org.pdf
Link to Organogram of the institution webpage	https://smcollege.in/storage/app/media/naac%202223/org.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

We have the following welfare schemes available for the teaching faculty and non-teaching faculty:

1. Provident Fund:

This scheme is sanctioned by the Government of Maharashtra for the welfare of the teaching and non-teaching staff. Monthly deduction is done officially and sent to the Joint Director for the further action and calculation. It helps the needy staff when he or she is badly in need of financial activity.

1. Group LIC:

This LIC is a welfare deed for the needy teaching and non-teaching staff.

1. DCPS Scheme:

This scheme has been sanctioned by the Government from 2005 for the welfare of the staff and to secure their future.

1. The Loans Facilities:

The Principal gives assurance to the loan agencies regarding the teaching and non-teaching staff for borrowing the loans for their needs.

1. LIC of India:

The LIC premiums of the faculty are deducted and sent to the LIC of India.

1. Advance Scheme to the Non-Teaching Staff:

The provision of the personal advances of Rs. 5000/- has been made for the non-teaching staff.

1. The Leaves Given:

The medical leave, the maternity leave, the duty leave, the lien, the earn - leave; the casual leave, etc. are given to the staff and the faculty.

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

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops

and towards membership fee of professional bodies during the year

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

0

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

0

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

6

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Actions are taken on appraisal forms as follows:

1. Outstanding performance of teaching and non-teaching is appreciated.
2. Principal's instructions are strictly followed.
3. Weak areas of faculty are shown in their presence by the Principal.
4. Confidence of the faculty is increased.
5. Sense of enthusiasm and self responsibility are vindicated.
6. Industriousness and the solemn discipline are solicited.
7. Punctuality, behavior with superiors and students, administrative ability, integrity with college and work, character cherishing, social attitude, bold attitude and initiative, etc are also observed by the Principal.

File Description	Documents
Paste link for additional information	https://smcollege.in/storage/app/media/naac%202223/api.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The 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 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.

File Description	Documents
Paste link for additional information	https://smcollege.in/storage/app/media/naac%202223/audit%202223.pdf
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

Language Lab:Communication skills of Marathi, Hindi and English students are developed.

Conference Hall:It is used for academic, cultural and for programs of outside agencies like election commission, government education department, etc.

Meeting Hall: Academic and administrative meetings are held here.

Classrooms:Classrooms are used for conducting regular lecture and the scholarship examination of primary and high school students.

Principal Office:The Principal carries academic and office administrations. Student's problems and general administration are solved here.

Administration Office:The staff dose academic and general administrations here.

Faculty Cabins:Faculty cabins run the departmental administration.

Sports Department:Physical education director administers the sports, gym and indoor stadium activities. The outside men use gymnasium.

Playground:It is used for the college/university games, cultural activities, NSS activities, flag hoisting and for the sports of outside students.

Optimum utilization of Human Resources:

Attempts are made to utilize human resources as per their skills, performance appraisal, liking and sincerity. Right person is selected for right job.

1.CDC:-Teaching and nonteaching staff is included in CDC.

2.Administration:-

3.HOD:-Head of Department administers department with teaching learning process.

4.Coordinators

5.Non-Teaching Staff

File Description	Documents
Paste link for additional information	https://smcollege.in/content-students
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC conducts meetings to update teaching learning process and suggest initiative to improve the teaching. In the meetings the reviews on the result analysis, participation of students in extra-curricular and co-curricular activities, faculty contribution in research and personal development and students employment have been taken.

The IQAC takes action on improving the development all rounds. Students and faculty made known with the weaknesses and they are motivated to the fulfillment of the academic and personal enhancement. Result is seen that students have been changed and they have secured merit in their respective subjects. We have seen their developments in research projects called Avishkar (research activity) which have been sent to the university.

Faculties take interest in research and development. The aim is to promote research activities among teachers and students. Teachers are motivated towards doctoral research and to publish research papers. They are spirited for seminars and conferences. Students are motivated towards research projects, seminars, conferences and workshops. Infrastructure facilities are utilized for quality research and research related services and MoU with other colleges.

File Description	Documents
Paste link for additional information	https://smcollege.in/content-students
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC has been playing a crucial role in the progress of academic and administrative of the college. It has increased the quality of teaching learning process. The IQAC has suggested the reform in it as follows:

- It has provided the outcomes based education.
- It has developed teachers who have progressed their course outcomes, program outcomes and program specific outcomes. Teachers have been boosted up towards doing their Ph.Ds.
- Writing research papers and books by faculty have been increased.
- The IQAC has helped to implement the skill based teaching programs for the faculty and students.
- We have been able to find out our status in comparison with the metro-politan colleges in Maharashtra.
- The ICT based teaching learning process has been implemented.
- Participation in guest lectures, field visits and student research projects has been increased.
- As a result, the college has been certified by ISO 9001:2015 and the

File Description	Documents
Paste link for additional information	https://smcollege.in/storage/app/media/naac%202223/652.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality

A. All of the above

**initiatives with other institution(s)
Participation in NIRF any other quality audit
recognized by state, national or international
agencies (ISO Certification, NBA)**

File Description	Documents
Paste web link of Annual reports of Institution	https://smcollege.in/igac
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

- We believes in promoting student diversity in allprogrammes.
- The Admission policy clearly states that equal opportunity will be given to all candidates as per the government of India guidelines.
- We promotes gender diversity in the admission policy, and it pays special attention to admitting female candidates in the programmes.

File Description	Documents
Annual gender sensitization action plan	Our institute is ensuring equal concern for girls and boys in the institution in all curricular, co-curricular and extracurricular activities, through its proactive faculty, staff and student programs
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	(i) The Institute provides CCTV surveillance throughout the campus for safety and security purpose. (ii) Safety of girls is taken care throughout the campus. The Institute campus is gated and entry is regulated through verification of Identity cards. (iii) Anti-Sexual Harassment cell is formed in the Institute to address the complaints filed by the Girl students. Its members are all teacher. Their mobile number is written on the Notice-board and Institute-website. Any girl can register her complaint at any-time (iv) The institute arranges medical camps for students every year (v) NSS unit is functional and active. One of the program officers is women-teacher. She aware girl about her safety and security in the program organized by NSS (vii) Security Awareness Training Programs like Swayam Siddha is conducted by Yuvati Sabha.

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid Waste Management:

The coordinator follows the solid waste management with the assistance of E&L scheme students and NSS dept. The areas of campus, canteen, office, staff rooms, classrooms, girls-boys common rooms, etc. are cleaned daily by the sweepers appointed on contract basis. The waste material is brought into use as fertilizers for plants. Thus we have grown up the green campus with healthy environment.

Solid waste and moist- solid are collected in separate dust bins and are handed over to the vehicle of the Nagar Panchayat for further disposal process. There is a vending cum shredding machine to dispose the sanitary napkins in the girls-common room. Scrapped material of old answer book, newspaper, used damaged solid and plastic material is sold in auction.

Liquid Waste Management:

The toilet sewage is released into the septic tank. Silage from washrooms and basins is cleaned through drainage system. Leakages are repaired by plumbers as per the need.

E- Waste Management:

The e-waste material is sold as scrapped one and the concerned purchaser is instructed to dispose it as per the government regulations. The e-waste material if any is brought into use once again and then is sold. The wastage Key-Boards and mouse are disposed off.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting

A. Any 4 or all of the above

Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment</p> <p>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p>	<p>A. Any 4 or all of the above</p>
--	-------------------------------------

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institution provides the harmonious environment to the students and stakeholders with tolerance to maintain cultural, regional, linguistic to the communal socio economical diversities.

- The campus is maintained with beautification by forming the committees.
- The students are counselled regularly to maintain tolerance and harmony.
- The national heroes programs are organised to maintain harmony among the students.
- The social gathering and the cultural programs are organised for developing the cultural environment among the students.
- The field works are managed to develop the regional and research corner of the students.
- The departments of Languages always organise the surveys, programs to develop the linguistic eye among the students.
- The programs on national integration are organised to channelize the communal socio economic culture among the students with other diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

To maintain the proper relationship between the students and the employees, the cultural program based on sensitisation and emotional moral values are organised and the students and employees sensitisation is followed regularly and thus this becomes the thread of moral values, rights, duties, and responsibilities among the students and employees. The senior speakers are invited to deliver the speech on constitution day, water literacy and many more.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://smcollege.in/storage/app/media/AOA_R%202021-22/719-1.pdf
Any other relevant information	https://smcollege.in/storage/app/media/AOA_R%202021-22/719-1.pdf

<p>7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized</p>	<p>A. All of the above</p>
--	-----------------------------------

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college celebrates with the conduction of the national and international commemorative days, events and festivals to maintain harmonious background among the students, employees and the stakeholders.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC

format provided in the Manual.

Best Practice 1: To make students advanced in getting services in the walks of life:

- We prepare the academic calender in which the above best practice is maintioned.
- To follow this, we conduct the subject knowledge test to test the knowledge of the students between the previous standerds and the present standerd he or she is learning
- The bridge courses are conducted regularly at the begining of the academic year
- The remedial coaching and extra coaching classes are held regularlya every academic year
- The unit tests, practice tests and the internal tests are conducted to progress the students writing skills of the the subjects.
- The department wise add on courses are carried out to enhance the knowledge of the students in the respective subjects
- The certificate courses are conducted under the guidance of the parent university every year. The regular classes are held continuously as per the framed syllabus and the norms of the parent university.

Best Practice 2: Overall Development of the students

- The qualitative academic culture is implemented to make the overall development
- The teaching learning process is done innovatively
- The co and extra curricular activities are implemented.
- The students are given presentation in various activities.

File Description	Documents
Best practices in the Institutional website	https://smcollege.in/gallery
Any other relevant information	https://smcollege.in/gallery

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

- The students are made excellent and self reliant
- The rural students are prepared sincere socially and

academically

- maximum students of the college are from SC, ST VJNT and OBC categories
- These students are motivated from time to time because of their rural background setup
- The admission committee goes through the admission process to guide the students
- The various activities and programs are maintained to get students efficient for the placement facility
- We provide the best and quality education to the stakeholders
- Co curricular, extra curricular and educational programs are engaged for the all round development of the students.
- Group discussions and the seminars are locally conducted
- The regular counselling is done to the students
- The certificate courses are taken to fulfill the need of the students in the computerised world.
- The syllabi is made innovative with the teaching learning process
- The students are made confident to face the competitive exams
- The field visits are managed to develop the research eye of the students
- NSS Platform is available to progress the social corners of students
- The yuvati sabha works for the development of the girls students

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- To update science faculty mechanism to bring effective culture of the education
- To start new vocational courses as per the need of the time
- To start the study centers as per the need of the departments
- To update the online system for developing the teaching and the co curricular academic excellence
- To give innovative eye to the ICT teaching system in the college.