



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	S.P.D.M. ARTS, S.B.B. AND S.H.D. COMMERCE AND S.M.A. SCIENCE COLLEGE
• Name of the Head of the institution	DR. V. M. PATIL
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02563297054
• Mobile no	9881922543
• Registered e-mail	spdmnaac@gmail.com
• Alternate e-mail	spdmcollege@yahoo.co.in
• Address	Shingave Shivar, Shirpur Dist.Dhule
• City/Town	Shirpur Dist.Dhule
• State/UT	Maharashtra
• Pin Code	425405
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. DINESH D. BHAKKAD				
• Phone No.	02563297054				
• Alternate phone No.	9422216615				
• Mobile	9422216615				
• IQAC e-mail address	spdmnaac@gmail.com				
• Alternate Email address	ddbhakkad@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	http://spdm.ac.in/AQAR%20NINGHTEEN%20TWENTY.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://spdm.ac.in/Academic%20Calendar%20twenty%20one%20two.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B++	2.80	2016	29/03/2016	28/03/2021
6.Date of Establishment of IQAC			15/11/2011		
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	5	
<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)		
Timely updation of college website.		
Monitoring and regular follow up of implementation of academic calendar and teaching plan.		
Encouragement to the faculty members for various research activities as well as participation in career development programmes.		
Draw attention to the areas where there is scope for quality improvement especially environment protection, cleanliness, security and networking.		
Organised various co curricular and social activities like Workshop, Conference, Webinar		
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
Timely updation of college website	College website is being updated time by time.
Updation of E-learning centre in the college library.	College library is now linked with INFLIBNET to avail facility of N-LIST programme.
Preparation of Educational /Cultural/Co-Curricular activity calendar of the institution for quality enhancement for the session 2020-21	Prepared Educational /cultural/co-curricular activity calendar and also published in prospectus of session 2020-21 to intimate the students and monitored progress as per schedule
Encouraging teaching faculty for their participation in more research activities and career development programs.	Continuous motivation resulted in better participation in research activities such as participation and paper presentation in seminars/conferences and more publications in reputed journals.
Organization of National Conference	Multidisciplinary National E-Conference organized on 05.01.2021

13. Whether the AQAR was placed before statutory body?	Yes
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- Name of the statutory body

Name	Date of meeting(s)
College Governing Committee	13/07/2021

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021	18/02/2022

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	12
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	2097
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1637
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	761
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	49
File Description	Documents
Data Template	View File
3.2	67

Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	37
4.2 Total expenditure excluding salary during the year (INR in lakhs)	11.66
4.3 Total number of computers on campus for academic purposes	114
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	
<p>The College is affiliated to Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon and follows the curriculum prescribed by the University. The Curriculum and syllabus is completely prepared and revised by the affiliating university itself. The curriculum of various subjects is discussed and designed in the workshop organized by Board of Studies of university. It is, therefore, mandatory to follow the prescribed syllabi</p> <p>The Planning and Implementation:</p> <ol style="list-style-type: none"> 1. Academic calendar is prepared by IQAC and issued to all for effective implementation of various curricular and co curricular activities. 2. Majority of staff have attended the workshops on revised curriculum. In the workshop contents depth and relevance of the curriculum has been discussed. It helps the faculty to deliver the curriculum effectively. The college has organized two workshops on the revised CBCS pattern syllabus and our teachers had worked as a resource persons in the workshops on revised curricula at other workshops and seminars. Workshop on 	

ICT enabled teaching learning was organized to use Google class, Canvas and Word press.

3. Academic curriculum is implemented by proper work load distribution, maintaining teaching plan, teaching diary, time table, regular teaching and attendance of students.
4. The Examination Committee plan and conduct all theory and practical examinations according to guideline of University.
5. The lists of required reference books were received in every academic year.
6. The HODs provide the requirements related with the practical such as chemicals, glass ware, apparatus, equipments, consumables and informative educational class work materials such as, charts, maps, models, journals, etc.
7. Institutional management, IQAC and Academic Council Committee of the college planned and send the proposal of new courses and new divisions as per requirement to KBCNMU, Jalgaon. Value added courses such as soft skill, competitive guidance cell, career guidance cell, remedial coaching. NCC / NSS etc. are effectively run by the college.
8. The teachers are relived for faculty development programmes such as Refresher courses, orientation etc. Guest lecturers are organized under Quality Improvement Programme.
9. Different academic and non academic committees are formed to conduct various activities. Students are enthusiastically participated in NCC / NSS and showed the high standard of moral ethics and values inculcate in them. Tree plantation, Swatch Bharat Abhiyan, Blood Donation camp, Make in India, Digitization of India etc. programme are conducted by NCC and NSS. The cadets of NCC registered under Summer Internship Programme.
10. Sports Dept. conduct various sports events like university and zonal level tournaments for students to maintain physical fitness.
11. Cultural activities are conducted for students to flourish cultural heritage. Annual Prize distribution programme arranged to motivate the students who are participated in various competitions and class toppers.
12. Earn and Learn Scheme is effectively implemented for needy students. Field visits, educational tours are arranged for students.
13. Feedback is collected from students, teachers, alumni, stakeholders and parents. Annual feedback analysis reports are collected from all HODs and summarize the report. Online feedback is effective

system to evaluate and update curriculum and effective learning

system.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	0

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

All departments of our College prepare their academic calendar/teaching plan based on the calendar of Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon. These are included in the college prospectus and are also uploaded on the college website. It includes various timelines such as dates of beginning and end of session, mid semester breaks, dispersal of classes, preparatory leave, and tentative dates of practical and theory examinations. The departmental activity calendars also include proposed guest lectures, seminars/conferences/workshops, educational trips, project work and other academic activities for the session.

- At the beginning of the session, the departments allocate papers to the faculty members. The departmental timetables are prepared well in advance based on the master timetable and are uploaded on the website. They are also displayed on notice board and laboratory, which helps in monitoring the regularity of classes. Timely completion of syllabus, revision and internal evaluation are carried out in compliance with the schedule listed in the academic calendar.
- The performance of students is assessed continuously. Tests, assignments, presentations and mock practical exams are held in time bound manner. The criteria for internal evaluation are displayed on the college website. Students are also apprised of the same on the departmental orientation day and it is reiterated in classes as well. The departments hold regular faculty meetings to ensure that continuous assessments are executed efficiently. To ensure timely completion of syllabus, teaching plan of each teacher is obtained in advance and information of syllabi covered every month is sought thereafter.
- Students and parents have access to internal assessment and attendance records. This information is updated regularly on notice board as per university instructions. Any queries or discrepancies are resolved satisfactorily.

- Internal assessment marks are moderated by the departmental moderation committee. The Internal Assessment Committee of the college ensures that marks are uploaded timely on the notice board.
- All faculty members participate in the central evaluation process to ensure timely declaration of results of university examinations. This facilitates commencement of the new session as per schedule.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	0

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

12

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)

5

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

112

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

The College is affiliated to Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon and adheres to the curriculum prepared by the expert body consisting of teachers from various institutions. The members ensure that the issues of gender, environment sustainability, human values, and professional ethics also get equal representation in the curriculum. Most of the

programmes do have these issues addressed in their syllabi.

Whereas, the all streams deal with issues of environment, global warming, afforestation, flora and fauna and sustainability etc. The B.A. curriculum for example includes various issues on women empowerment, sustainable development, human values like justice, equality, liberty and rights, caste issues, rights and duties, social responsibility, child rights etc,. The Commerce and Management programmes include topics on the business ethics, professional etiquette and moral values, ethics in business, fair pricing and competition and moral business practices etc.

The institution regularly tries to integrate these cross-cutting social issues to the curriculum by periodically organizing seminars/workshops having bearing on Gender Equality, Environment and Sustainability, Human Values and Professional Ethics. The college also recognizes the importance of value based education. Human Values are, admittedly, most precious of all values. Communal Harmony, Dignity of Labour and concern for the Otherwise Abled are the Human Values that the institution tries to inculcate in the minds of the receivers.

There are specific committees and associations like Women Empowerment Cell that make a collective effort to sensitize the students on areas of concern like Gender equality, Human rights, Environmental issues, etc. The general atmosphere of our college, with equal opportunity to boys and girls in many courses, provides an enabling environment for gender equality. Gender equality is promoted through lectures on women rights, female foeticide and gender based violations. Self defense courses for girls, skits promoting gender sensitivity and other such related activities are also organised. The Department of Botany promotes green practices through plantation in botanical garden. The NSS unit of the college strives to establish a bond with the community at large through awareness rallies on current social issues.

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

581

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

581

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

A. All of the above

Teachers Employers Alumni	
File Description	Documents
URL for stakeholder feedback report	Nil
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	Nil
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	
2097	
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	
1675	

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

Initially, college used to distinguish slow and advanced learner on the basis of the marks scored by the student at his entry level examination. However, in the post accreditation period college took innovative steps such as personal interaction with students about their area of interest, interviewing, question answer session, the quiz on general knowledge etc. The academic performance in the previous academic year is a good indicator to identify the slow and advanced learners. The Admission Committee maintains separate register for each class with details such as marks obtained in the previous examination and subjects opted for the course. The heads of the concerned department prepare list of the slow and advanced learners to bridge up the knowledge gap of the enrolled students.

Method of subject identification:

The programme is implemented in those subjects that are considered to be difficult for an average student. As per the strategy of IQAC, the following subjects have been recommended for the remedial teaching at entry level of the degree course as slow and advanced learners. English, Mathematics, Economics & Accountancy.

Objectives:

To raise the confidence level of the student regarding difficult subjects

To improve the basic knowledge of the slow learners

To improve the performance in the internal and university examinations

To reduce the drop out ratio of the slow learners

To motivate, more books are provided to them.

Execution of the programme:

As per the guidelines of IQAC, the concerned department has developed the following strategy for the conduction of the programme-

- Preparing the list of difficult units and concepts from the university syllabus Preparing duration and time-table of the teaching
- Arranging some guest lecturers for the students
- Conducting examination unit tests, class tests, tutorials, home assignments

Activities undertaken for slow learners:

- Extra coaching and individual guidance from the subject teacher.
- By solving question papers of previous University Examination from the students.
- The performance of students is being communicated to their parents.
- Lectures of eminent personalities organized to create confidence among the students.
- The students who scored better marks in their previous examination are enrolled for the batch of advanced learners.

Activities undertaken for advanced learners

- Open access facility for advanced learners in the library.
- More books are provided to these students.
- Motivation for them to participate in quiz competitions, seminars and group discussions. Organization of quiz competitions and group discussions.
- Encouragement for them to participate in 'Avishkar' an innovative research activity of the affiliated university.
- Motivation for them to write articles in the college wall paper 'Prakashache Bet'.

Specific Outcome:

The target group of the slow learners showed improvement in the knowledge of concerned subjects and scored better marks in the university examination while advanced learners showed better performance in the knowledge of concerned subjects and scored better marks in the university examination. They were participated in classroom interactions and discussions actively.

File Description	Documents
Paste link for additional information	0
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
2097	49

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

The vision and mission statement clearly states that the entire process of the college is student oriented and focused on their overall development. All stakeholders of the college are well aware about the aspirations of the students because majority of our students come from the tribal villages. Apart from 'Chalk and Talk' or 'Lecture Delivery' method, teachers are more focused on the 'conceptual clarity' of their subject. Entire teaching-learning and evaluation process undergoes through all the above mentioned methods. Teacher demonstrates to elaborate the difficult concepts in their local context as well as ICT tools are used to visualize them what they are studying. CGC, LMC & IQAC encourage teachers to organize and attend the FDPs related to innovative teaching methodologies.

Methods of teaching:

Experiential Learning - Apart from prescribed field projects for Geography, Environmental Science and Commerce depts., each department encourages students to get an experience what they are exactly studying in the books. Dept of English, Hindi and Marathi shares the experience of their novels, drama and poetry through the screening of adapted movies. Dept. of Political Science arranges study tours to the local government and court. Dept. of History frequently visits the local historical places. Dept. of Economics has a good rapport with the local SHG and budding women

entrepreneurs for understanding actual money and finance business. Simultaneously, Dept. of Commerce is well ahead in the internship, field projects and industrial visits.

Participative Learning - This type of learning is clearly visible in the actual learning process of our college where students participate actively in each and every departmental event such as seminar, group discussion, wall papers, projects, chart and the skill based add on courses. Dept. of Marathi conducts 'Language Fortnight' on the occasion of National Marathi Language Day. The students of these departments do visit to nearby banks, industries and villages to understand and experience bank transactions, micro-finance groups and land measurement etc. Students are encouraged to ask questions and share their thoughts in the class and assessed by Peer Learning.

Problem-Solving Method -While teaching in the class, students participate in the learning process and experience those things in his/her practical, field work, industry visits. Both faculties encourage students to lead their learning towards solving of their problem and satisfaction. For this, college organize expert lectures on share marketing, retail marketing, video lectures of the teachers and NPTEL videos. All such visits, role playing and NRC unit helps them to pacify the curiosity of their problem raised while learning in the class.

It also helps to provide them an opportunity for self-assessment and self-evaluation by improving the skills of listening, speaking, reading and writing.

The overall output of different teaching methods is very positively seen in the result and behavior of the student. The guiding principle behind all these things is to ensure that students can link theory with practice, apply their knowledge, and participate in active learning.

File Description	Documents
Upload any additional information	View File
Link for additional information	0

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

37 classroom and department is well-equipped with the LCD projector and screens. The college issued separate PC to each department with the printer. The college has installed separate Wi-Fi unit for the students inside the campus. Further, it has computer lab and language lab with internal LAN. Broadband Leased Line Internet connection is highly useful to function all the above devices very speedily. All computer lab is well equipped with the ICT facilities and regularly used by the students. All staff is well familiar with all the latest ICT tools. To strengthen their knowledge, college has conducted FDPs on 'Moodleclass' 'Googleclass', Network Resource Center with three computers is made available for the student and teachers. Currently, few teachers are conducting online exams through google classroom.

Department use PPT and multimedia to simplify the syllabus in a more meaningful way. The language departments regularly use film screening of the adapted novels, drama or short story. Language lab is very useful and supportive to our students for enhancing their communication skills and soft skills. Similarly, Commerce and Social Science departments effectively mix up the theoretical classroom teaching and practical exposure through the youtube videos, E-PG pathshala material, NPTEL videos. Teachers have appeared for the MOOCs and one of the teachers has successfully completed such course.

To keep our student and teacher's pace with the changing scenario, library is regularly updated with online resources, Inflightnet membership is regularly upgraded and N-list, NAD, Shodhganga, Shodhsindhu and allied e-resources are provided free of cost. Institution has created its online repository. Our library is consisted with good number of educational CDs and DVDs. The recorded video lectures of teachers are uploaded on the youtube channel. Social media is skillfully used by the college through its Whatsapp group, facebook, twitter, instagram and linkedin accounts and all these links are visible on the front page of the website.

The institution encourages teachers to attend training programmes, workshops, seminars and conferences related to the ICT use or innovation in teaching-learning. The students of department of History made the survey on nearby historical places. ICT resources in the college helped our teacher to realize the process of IPR, research paper publication and the librarian has an expertise in the area of academic integrity and plagiarism because he is doing his doctoral research on the same topic.

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

49

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

49

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

32

File Description	Documents
Any additional information	View File
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

938 Years 10 Months

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.

Evaluation is an integral part of teaching-learning process. With regular interactions of IQAC and Heads of the department, examination committee plan and work out for reforms in evaluation system. The college adjust academic calendar by including internal assessment, certificate courses and the university examination. The institutional internal evaluation system is decentralized in order to make it more transparent and objective.

Apart from university prescribed methods like assignments and tutorials, more relevant methods such as open book test, surprise test, multiple choice questions, mid-term examinations, peer evaluation, project work, internship etc. are experimented in the internal assessment. As per the academic calendar, tentative schedule is prepared and displayed on the notice board, website and on the whatsapp group of the classes. The college takes extra efforts for slow and advanced learners where they are assessed by different methods. The examination committee monitors and conducts internal examinations in the college. All the teachers submit the

question papers with model answer to the examination committee.

All Practical are assessed by the external examiners. There are four skill oriented add on certificate courses which are also assessed by the concerned departments.

Unit tests/tutorials are conducted periodically. Pre-semester examinations are arranged before university examinations. The assessment work is carried out by the concerned subject faculty in the institution. The evaluation reports are prepared within the stipulated time and communicated to the students in the classroom as well as displayed on the notice board. The answer books are shown on the demand of the students and guided them for their better performance in the forthcoming examination of the university. There is at least one internal test per semester though it may not be a requirement of the university system since last few years. The departments with small number of students conduct more tests. Question papers for all tests and assignment are linked with course outcomes (COs). Students are provided with question bank with questions linked with all COs in the beginning of the semester. Results are declared within a week from end of exam. Compiled marks are displayed and communicated to the students. Ledger of evaluation is prepared and kept for the students to know their progress. Some departments arrange students- parents teachers meet in which their performance is discussed.

To encourage students in co-curricular activities ten extra marks are assigned who successfully complete the two years of NSS with camp, outstanding performance in cultural activities and Physical Examination conducted by the university.

File Description	Documents
Any additional information	View File
Link for additional information	0

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

IQAC consistently work on the student centric activities. It interacts with exam committee and the students. The Academic Calendar is displayed on the college notice board and on college website for all stakeholders. In induction programme, principal briefs about the examination-evaluation system and how the COs, POs and PSOs can be attained. The college conducts tutorial, home

assignment, tests, presentations, group discussion, etc. to assess the performance of students. The college exam committee executes its internal exams in a very meticulous manner. New terms and marking system of CGPA and CBCS pattern is elaborated to the students initially.

All exam related grievances are addressed to the committee where Principal is the chairperson. However, internal supervisors and internal flying squad are deputed for smooth conduction of the exams. If any grievance occurs, he/she needs to apply to the exam committee. At initial level, committee discusses with the concerned teacher and solves issue at this primary level. Internal exam marks of the student are displayed on the notice board and queries are discussed with them till they satisfy. Generally there is a zero tolerance policy for the malpractices conducted by the students. Since it is an internal evaluation, students cooperate in a very positive manner and up to this stage; no such serious grievance is raised in the college. Each teacher prepares question paper by keeping in mind the ethical values of the institute and academic integrity. Interestingly, internal assessment is carried out in actual teaching in the class in a very jovial way by asking questions.

There is little space for mechanism to deal with examination related grievances for the institution. The institutional reforms in continuous evaluation system are related to create interest for the study and to make the students more familiar with the university examination pattern. The institutional measures used for the evaluation are to direct and lead the students confidently towards university examination. Hence there is very little scope for grievances regarding evaluation. The students have the freedom to use the suggestion box to put in the note of query/instruction which is considered for internal examination reform.

Open day practice is the best way to deal with the grievances and complaints related to internal evaluation system. It makes the evaluation process more transparent and robust. The unit tests and pre- semester answer books are shown to the student on a scheduled day after assessment. The students go through the answer books and know their performance regarding strength and lacunas of their studies and techniques in writing answer books. If there are any mistakes or complaints regarding assessment, they are clarified on the very day. All the mechanism to deal with examination related grievances is transparent, time bounded and efficient. The college exam committee telecast live streaming of the "Pariksha Pe Charcha" to overcome students from the exam stress. Mentor Mentee Scheme also

helps students to pause before going to the exam committee with any grievance. It has also reduced stress and anxiety of the students.

File Description	Documents
Any additional information	View File
Link for additional information	0

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.

We are highly grateful to our Sanstha because they are always keen about the outcomes of these traditional faculties like Arts, Commerce and Science. They always emphasize on the productivity of the student. IQAC skillfully tackles it by introducing subject related add on courses. Our parent institution is unique in this area where focus is always on the outcome of student with nurturing the values of a responsible Indian citizen.

All these outcomes have been prepared very meticulously by discussing with all stakeholders and displayed at eyesight of the students and teachers. Instead of mere displaying all outcomes on the website, college put up the digital flex boards on each floor, through annual report which states the mission and objectives of all the departments of the college. These documents also highlight the achievements of the students and list the kind of jobs that students get after completion of the different programs. At institutional level, teachers' induction programmes are conducted to map the outcomes and how to attain it. For students, through orientation programme, classroom discussion, expert lectures and practicals, all these outcomes are shared with the students. All these outcomes are informed to the stakeholders especially parents to persuade maximum students towards the skill oriented and value based courses. The college deputed teachers for workshops, seminars, conferences and FDPs to enrich them to attain the outcomes while teaching learning in the classes.

Learning outcomes form an integral part of college vision, mission and objectives. The learning objectives are communicated through various means such as college prospectus, Principal's address to students and parents, Alumni meets and dissemination in classroom by concerned staff. These are also prominently featured on college boards, college magazine and other publications brought during

conferences and seminar. One of the teachers has actively participated in FDP programme on Blooms Taxonomy which is very useful in achieving learning objectives.

Half of the teachers are the members of BoS or of syllabus sub committees, basic process of perception and outcomes takes place in exact manner and excel the quality of teaching learning. Additionally, various departments had organized workshops on revised syllabus sponsored by the affiliated university. Teachers actively participate in such workshops on restructuring of the whole curriculum organized elsewhere. Naturally, teachers of every department interact with the students about what they are supposed to get at the end of each program. The program outcomes of all the subjects are clearly made known to the students. Successful alumni students are invited to interact with both the students and teachers at specific events and meetings. They share how the different courses shaped their careers and thus help students appreciate the program.

Thorough discussion is made in the each IQAC meeting which later reiterated at departmental level to the teachers as well as to students. The possible ease or difficulties in the attainment of these outcomes is also considered. The college organizes career counseling lectures and capability enhancement programmes to effectively communicate the learning objectives and expected outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	0
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 Sanstha always emphasize on the output of student. It regularly directs to the IQAC to execute it properly. The mission statement of the college itself clearly states the approach of the college towards the holistic development of students.

There are three programmes in the college viz. Arts, Commerce and Science, though these are traditional in nature but college has been continuously working on the attainments of these outcomes. Very

systematically, from the first year of their college, the purpose of their academic journey is elaborated through principal address, induction programme, expert lectures and classroom interactions. In order to focus on the outcomes, they are categorized in the slow, average and advanced learner on the basis of their entry level marks. Online and on paper feedback of alumni student helps to evaluate whether students have properly perceived the content of the curriculum.

The COs, POs and PSOs are displayed in the college campus at various locations. Close awareness of cross-cutting issues, basic conceptual clarity, life-skills, practical exposure and their behavioral change are few of the parameters to recognize or evaluate the attainment of their course outcomes. Google Classroom, MoodleClass, PPT Bank, MCQs, Peer Evaluation, Home Assignments, Unit Tests and university assessment are substantially helping to evaluate the learning outcomes.

The college provides subject related add on, value added and vocational education courses to inculcate the actual outcomes at the end of the course and extend it through their life. Lectures on competitive examinations, career counseling and soft skills are playing crucial role in the overall development of the students. To evaluate the outcomes of the above programmes, each and every activity is pre-planned.

Program specific outcomes are measured through both academic and non-academic performances of the students. The performance of the students in the internal and external examinations, in the practical and assignments, participation in class activities, role in departmental activities are some of the means by which program specific outcomes are measured. Students are also encouraged to take part in competitions, seminars and conferences, research competitions, etc. Their performance within and outside the college in the various academic events provides another index of their learning-levels. Course outcomes are measured through the performance of the students in the class, practical, internal evaluations, and external evaluations. Students are measured continuously based on their regularity, their receptiveness, participation in class discussions, their answers to questions asked by the teacher and the overall quality of their conduct. Their performance in the internal examinations provides the initial indication of their learning outcome. Teachers provide critical inputs to the students on the basis of this performance. Thus, they are helped to improve their performance in the external examinations.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	0

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

702

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	0

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://www.spdm.ac.in//students.html>

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	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

17

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)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	0

3.2 - Innovation Ecosystem

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

Investing in scientific research and innovation are important ways to facilitate sustainable development. The Institution has created

an ecosystem for innovation and transfer of knowledge through the activities of various committees/cells and departments.

IQAC in order to instil research and creative thinking among the students organizes Research Workshops, Faculty Development Programs, E- Learning Sessions for faculty members and students. The Cell has organised One Conferences. The IQAC has also arranged webinar to interact with students on research and innovation. The purpose is to mentor students to develop their innovative skills. The Centre organizes training programs, seminars and interactive sessions with successful entrepreneurs, innovative ideas competition to promote specialized knowledge in the fields of Commerce, Management and Information Technology. A workshops on Intellectual Property Rights, Processing have been conducted by people from the industry to motivate and to empower students. The Research Committee organises workshops on Research Methodology and Statistical analyses to empower and encourage faculty members and students for Paper Presentations in various International and National conferences.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	0

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

1

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

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

34

File Description	Documents
URL to the research page on HEI website	0
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

56

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

30

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

Our students are well-wishers of the society. IQAC inspired the NCC

and NSS unit for participating in the National and state level programmes, such as National Parade in Delhi and specially the students of NSS and NCC give their valuable contribution towards "SWATCHH BHARAT ABHIYAAN, BETI BACHAO, BETI PADHAO ABHIYAAN and DIGITAL LIERACY." Our students are engaged throughout a year performing various social activities such as Tobacco Prohibition Campaign, Yoga awareness, Polling awareness, Prohibition of use of Thermocol, Road Safety Campaign etc. During the NSS camp, our students organized different kinds of activities to aware the people by doing the activities such as water conservation, blood donation camp, national integrity and digital literacy.

File Description	Documents
Paste link for additional information	0
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

2

File Description	Documents
Any additional information	View File
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

2

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
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

938

File Description	Documents
Report of the event	View File
Any additional information	View File
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

1

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
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	View File
Any additional information	View File
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 college aims to achieve the primary objective of providing the students an education complete with personality development and professional training. To facilitate the same, a policy making mechanism that ensures transparency and efficient distribution of funds is in place. For conducting effective delivery of its curriculum the college has 37 spacious classrooms, ICT enabled classrooms including 6 fully equipped Smart Classroom, 1 ICT enabled Seminar Halls, 3 ICT enabled Computer Labs, 2 ICT enabled language Lab, 6 Science Laboratories are ICT enabled, provision for 8 portable projectors and 14 Departmental Offices. There are well-marked and self-contained spaces for NSS and NCC.

The college has a Botanical Garden having different types of ornamental, medicinal and class-work material shrubs, herbs and trees. The Girls Common Room in each section offers recreation and relaxation to girls students. The College has an State of Heart Gym + 400 mtr. Running track with all the indoor, outdoor sports facility. The College Cafeteria caters to students with a variety of snacks, hot and cold beverages at reasonable rates .This offers a meeting hub for students where discussions are held freely.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	0

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

The college has a glorious record in sports activity. Most of the state and national rank holders are alumni of this college. In addition to this, there is another ground in the front of the campus. This ground is suitable for athletic events like races, shot-put, discuss throw etc. and for games like Baseball. In recent years the annual sport meet has often been organized in this ground. The college also has two tables for Table Tennis and 1 Badminton Court for indoor gaming experience. There is one Volley Ball court in the Main Section of the college. The college offer the facility of Gymnasiums which have latest fitness equipment and are open for students as well as faculty members. There is a Yoga and Meditation Centre in each section to provide mental fitness, peace and serenity to students as well as faculty members in times of stress and anxiety.

Facilities for Co-Curricular Activities

Special attention is paid to co-curricular activities in order to develop the talent of students and to inculcate in them a sense of responsibility, discipline and capacity for initiative, organization and leadership. Students are prepared for the article items, music, dance and drama and literary items like creative writing, debate, etc. For this purpose, the cultural committee and the One seminar halls are extensively used. To enable development of the capability of self- expression, the college has an Auditorium. It has a seating capacity of 300people.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	0

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

37

File Description	Documents
Upload any additional information	View File
Paste link for additional information	0
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)

11.66

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)	View File

4.2 - Library as a Learning Resource

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

The college library was established in a moderate block with a humble collection of books. However, the present block has been extended, modernized and updated over the years. While in 2014, it was extended with extra room for reading spaces and fully functional computer terminals. At present the library is partially digitalized with a digital catalogue of books under the module of college self developed E-Campus Module .The complete automation to achieve integrated library Management System was initiated in 2018 and is still in process. The functioning of the library has also undergone a great change over the years. From just a quiet sanctuary for book-lovers, it has grown into a place which engages the interest of students and invites them to throng it.

It has a pro-active Library Committee which takes the following initiatives to make the library students/user friendly:

1. It organizes Book Reading and Book Review sessions.
2. It celebrates the contributions of various leaders and thinkers on their respective birth anniversaries.
3. This helps in arousing the curiosity of the students and fills them with a desire to know more through books.
4. The library staff keeps the faculty and the students updated regarding the latest acquisitions. The new titles are displayed on the display boards at the entrance of the library.
5. The library staff is student and teacher friendly and helps them to make the best use of the resources.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	0

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)	View File

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)

1.93

File Description	Documents
Any additional information	View File
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)	View File

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

193

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

To meet the growing demands of technically skilled professionals in the modern competitive world, the college ensures that its students and faculty are facilitated with latest computers and software. From a set of three small labs in one corner of the campus. 184 Computers with 2 dedicated servers with internet facility are provided in laboratories, teaching departments and administrative office. Scanners, Printers, Projectors, Photostat Machines, 3 UPS + Inverters and 41 CCTVS are also being used effectively in both the sections. Internet facility is made available in the entire campus at a high speed Internet line connection of 300 MBPS. In 2015-16, a firewall from CYBEROAM (SHOPHOS -Service provider) was installed to secure data and to enable research on Ethical Hacking and Web Security. Another open-source software named HADOOP has been installed for Data Mining and Big Data.

Old computers have been written off and replaced with new ones from time to time. Upgradation in ICT services, Internet Line connectivity and hardware improvement has been taken care of. In 2015-16, the simple Dual core PCs were upgraded with the addition of Lenovo Think Center Core I5 - Sec Generation LEDs 18.5. In 2021, the lease line connectivity was also upgraded to 300 MBPS.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	0

4.3.2 - Number of Computers

184

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

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)

11.66

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

Proper care is given to the maintenance of equipment and infrastructure, so that optimal utility can be obtained.

Measures taken at Departmental Level

Library: All new books and journals are entered into library accession registers. Damaged /lost books are removed as per procedure. Annual stock taking of the library resources is duly carried out and the reports are submitted to the Principal. The Librarian is ably assisted by her support staff of a Restorer, a Cleaner and a Library Clerk in the efficient and smooth running of the library.

Science Laboratories: The maintenance of these laboratories falls under the supervision of lab attendants for routine management. The outdated equipment and chemicals are disposed of as per the rules of the administration . Stock registers are methodically maintained and checked by the teachers incharge and are verified by the Principal.

Sports : An efficient ground staff is attached with the Department of Physical Education for the proper maintenance and marking of tracks and grounds. Proper stock registers of sports equipment procured and in use are maintained. Every year the facilities are upgraded and new equipment is added.

Computer Laboratories: The College has 4 computer labs with WI-FI facilities. The college has engaged the services of a System Administrator for the upkeep of its infrastructure. A strong Firewall has been installed to protect the computer systems from data theft.

Measures taken at Institutional Level

Several committees& clubs have been constituted for the proper upkeep and maintenance of various physical and academic facilities.

Construction & Purchase Committee: To ensure proportionality, transparency, accountability and fairness in procurement of necessary articles for college use ,a purchase committee has been set up. A designated group of staff members in this committee independently review and evaluate the purchasing documentation like quotations and recommend the most appropriate supplier on basis of price and quality.

College Cleanliness & Sanitation Committee: Regular cleaning schedule in college is a must ensuring that college is well maintained and is conducive to productivity. So a cleanliness committee has been formed to inspect various parts of the college campus from time to time and to take necessary measures for ensuring hygiene and cleanliness.

Gardening Committee: This committee of the college ensures the maintenance & proliferation of green cover in the college. Regular plantation is conducted and gardeners are instructed regarding proper upkeep of lawns.

Measures taken at Administrative Level

The college has engaged the services of One full time electricians to supervise the upkeep and maintenance of all inverters, generators, sound systems, electrical fittings and appliances.

A Part-time Estate Officer has also been appointed to oversee all repair and maintenance work.

The college has also entered into several annual maintenance contracts with various service providers for smooth functioning of all electronic gadgets.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	0

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

883

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

883

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	0
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

1206

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

1206

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

0

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

128

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

7

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.

0

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)

Our institution has functional student council. The student council is formed under the guidance of Board of Students Development. The college has an active Student Council formed as per the guidelines given by our affiliating University. The Student Council is established every year during the first term of the new academic year. The University Representative (UR) is elected from amongst the Class Representatives (CR). The college has its own student council. The Board of Students Development undertakes various schemes for the students like Earn and Learn Scheme, Personality Development programmes, cultural activity, rally for road safety and Dengue awareness.

The student council helps to share valuable ideas, interests, and concerns with the teachers and principal. They often help to raise funds for social activities, including social events, community projects, helping people who are in need. Student councils usually do not have funding authority, but they can collect the funds from the people for the donations to the affected area in the country. Student Council provides a platform to students for co-curricular and extra-curricular activities. The Council renders a help to smooth organizational functioning such as in Anti-Ragging Cell,

N.S.S., N.C.C., College Magazine Committee, Sports Committee, Cultural Committee, Library Committee, extra mural committee and soft skill development committee. The purpose of the student council is to give an opportunity to the students in various events and explore their abilities. A Student Council will identify activities that would like to be involved in organizing, although the final decision on the activities of a Student Council should be agreed with college management.

In our college students play a valuable role for institutional management, encouragement and assistance in the establishment of a Student Council can be provided in various ways, like, providing information and guidance on the role and potential benefits of Student Councils. In the initial stages, the Principal, together with the other teachers, can assist in the development of a Student Council in several ways, like, addressing the students the role of a Student Council and the role of individual representatives in the Council, by facilitating the holding of elections and by advising on an appropriate constitution or statement of objectives. As the Council develops and begins to expand its responsibilities, the Principal assists in guiding the Council's development, so as to allow for a constructive and purposeful Council. Similarly the interest and support of teachers will be of great value to a Student Council, particularly during the early stages of its development. It is generally desirable for a member of the teaching staff to attend meetings of the Council.

The support and guidance offered by a teacher is very useful to a Council while planning its activities during the academic year. Allowing to teachers to attend Council meetings will help to build a co-operative and good working relationship between students and staff of the college.

File Description	Documents
Paste link for additional information	0
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

0

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

Our institution has registered alumni association and which is actively functioning in college. The alumni association helps college by various ways. Alumni association actively participates in various activities such as cultural programme, alumni meet, parent teacher meet, and farewell function of the final year students organized by college. Association has gifted books for central and departmental library. The associations help us to create the placement opportunity for the final year students. They contribute through organizing the guest lectures by inviting visiting faculty and resource persons.

Alumni maintain connections to our educational institution regularly. Many times they come to the college and try to share their experiences with the current students. This will help to the student for building their future. They share their knowledge to existing students to availed various opportunities at different field. Alumni network has a real life benefit for current students. Alumni also spend their valuable time to offer career support to current students. This enhances the students' experience and gives them competitive edge in today's tough job market. Alumni can help students in getting placed at their respective organizations. An Alumni Meet is organized to celebrate and refresh old relationships and form new ones. The alumni are thrilled to be back in the campus again and interact with new students.

During Alumni Meets students, teachers, principal or hosts are

required to deliver welcome speeches in keeping with the occasion in mind. It helps students get placed at their respective organizations. Purpose of an association is to foster a spirit of loyalty and to promote the general welfare of organization. Alumni associations exist to support the parent organization's goals, and to strengthen the ties between alumni and institution.

File Description	Documents
Paste link for additional information	0
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	View File

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

MISSION: The mission of the college is to sustain the unsustainable boys and girls students from the socially and economically backwards society from the rural and tribal area.

GOAL: "DuritancheTimirJawo"

Vision : To impart quality education for rural and tribal student's to meet new challenges of life and to make them good, self reliant and capable citizens of society and country.

Leadership is a process by which an executive can direct, guide and influence the behavior and work of others towards accomplishment of specific goals in a given situation. Leadership is the ability of a manager to induce the subordinates to eork with confidence and zeal.

Our college has completed 60 years with great success in higher education by promoting to rural students especially economically and socially poor students. The College also encourages girl students to enroll in higher education. It has fully well equipped and well

furnished infrastructure facilities, UG, PG and PG research courses for rural students to get education easily. The college also helps to develop leadership qualities, moral values among students. It organizes various extracurricular activities and co curricular activities to enrich the special talent of students to improve their involvement in social activities. The College provides an innovative educational environment to the entrants in the college. The college arranges remedial classes and special guest lectures for slow learners to improve their academic performance. The institute arranges some cultural programme to cultivate them towards our traditions and culture for the purpose to know it perfectly. It provides higher education to all sections especially backward classes. The institute gives priority on girl's education and concerns their empowerment. It also focuses on the total development of the students. It always works to expand the infrastructure to provide all facilities to the students and tries to sustain the overall academic and physical development of the students. Our students of the college eagerly participate in various activities like sports, extracurricular and co curricular activities. The students show their interest in intra and intercollegiate sports, projects, programming, poster presentation competitions and cultural events. The college faculty also motivate the students to participate in NSS, NCC, sports and social extension activity cell. The NSS organizes cleanliness campaign like Swachh Bharat Abhiyan, blood donation camp, environmental awareness through tree plantation programme, plastic band rally and social awareness programmes to make students aware of current environmental scenario and try to make a good gentleman of the society as well the nation. The college staff works very hard to improve students socially, morally and physically and their overall development. The faculty try to develop their soft skills, leadership qualities and also personality. Realizing the need of society, the college has set goals and objectives and tries to accomplish them.

File Description	Documents
Paste link for additional information	0
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 decentralization system is administrated in the institution. The major decisions are taken by the management, and policies are framed

accordingly for the smooth functioning. These policies are implemented through participative administration. This reflects in the achievements of the institution as a whole -Best institution, Best NSS wing, Merit holder students, etc. which clearly shows teamwork . The Director & Principal is pre-eminent for the institution. In every academic session, 36 committees are formed, and meetings are held under the chairmanship of the Principal. The primary authority is delegated to the convener of the committee for the accomplishment of the objectives. Every Department prepares the requisition of books, journals, types of equipment, and chemicals as per requirement, and the same is reflected in the budget of the departments. Decentralization and participative management is evitable in various activities and is evident right from the admission process to examination. Admission is given as per norms set by the Higher education and Universities ordinance for various courses. The participative management motivates the staff to give their best.

The significant changes were made through IQAC in order to have an enhanced quality culture of our college; the significant changes are brought about through staff and IQAC committee meetings. Thus the success of any program, event, or any project is due to individual employees' hardcore involvement. With the participation of teaching, nonteaching staff, Delegates, Conferences, workshops, or Seminars are successful. In Annual Gathering also responsibilities are delegated with the participation of relevant stakeholders, including the Students Council, faculty, non-teaching staff, and students of the college.

Decentralization, Participation, Involvement, and Accountability are the essential viewpoints for quality arrangement and success of any event and achievement of objectives of cells, committees, or bureau of the Institution.

File Description	Documents
Paste link for additional information	0
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The perspective plan envisions the augmentation of infrastructure corresponding with the anticipated increases in student intake

and courses. Improving the academic and support facilities for the students is one of the measures recognized by the Perspective Plan. The college strives to go ahead with this perspective plan helping as a roadmap for student's achievement and college's growth and development.

To meet the challenges of this era of rapid transition with the aid of information technology and online facilities, our college formulated a well defined strategy to offer complete digitization right from the admission process to the final record of students' progression throughout their stay in the college.

Procedure and Outcome of Implementation:

Our first humble step in this direction was to get the students' data filled in separate proforma. This information was then fed into a computer.

As we upgraded our website, we started displaying on it the merit list of our coveted courses like B. A., B. Sc., B.Com M. A., M. Sc. and M.Com.

We have started offering the facility of online admission to all the programs. A special effort is made to guide even those students who are not adept at working on the computer.

Our Computer Department is ready to assist them. Once the students are admitted we keep them updated with various notices regarding Seminars, Group Discussions, Internal tests and their lecture requirement through SMS facility.

The marks of the Practical Examination and Internal Assessment are sent online to the university.

The University results are also recorded digitally.

We also have a digital record of the progression of our students to higher education and their final placements/ absorption in jobs/professions.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	0
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 institute is having an active Governing Body and Internal Quality Assurance Cell (IQAC). The institute always promotes the culture of participative management by involving staff and students in various activities. The students and faculties are allowed expressing themselves for any suggestions so improve the excellence in any aspect of the institute.

Decisions made by GB and IQAC are disseminated by the Principal to all the teaching and non-teaching staff members. Principal works with the four main sections i.e. office administration, academics, training & placement, Extra-curricular activities, and the auxiliary bodies. The auxiliary bodies work for alumni, anti ragging, library, purchase and grievance. MANAGEMENT of S. P. D. M. College is managed by Kisan Vidya Prasarak Santha Shirpur which is headed by the Chairman who also acts as the Chairman of Governing Body. The Body comprises of representatives of the patron sanstha, nominees of sanstha and teacher representatives. The IQAC Prepare an overall comprehensive development plan of the college regarding academic, administrative and infrastructural growth.

It enable College to strengthen excellence in curricular, co-curricular and extra-curricular activities.

They administer teaching programs and ensure practical implementation of annual calendar of the college.

They recommend introducing new academic courses based on the demands of modern era and students.

Make specific recommendations to the management to encourage and strengthen research culture and extension activities in the college.

Encourage the use of ICT in the teaching and learning process, for

the improvement in teaching and organize suitable training programs for the students and staff of the college. Recommend the administration about appropriate steps to be taken regarding the discipline, safety and security issues of the college.

SERVICE RULES

The college follows UGC and KBC NMU rules and regulations which is applied to all categories of employees (Teaching and Non Teacher Staff Members).

GRIEVANCE REDRESSAL A Grievance Redressal Committee is formed to look into the complaints from the aggrieved. (Students, Teaching Staff, and Non-teaching staff) Suggestion/ Complaint Box's are at the appropriate strategic locations of the college for students and staff to lodge their complaints/ suggestions.

The grievance Box is opened every month-end and all the grievance(if any) are collected and assorted and forwarded to the grievance committee.

File Description	Documents
Paste link for additional information	0
Link to Organogram of the institution webpage	http://spdm.ac.in/iqac.html
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 inter faces	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

Institute undoubtedly considers that the teaching and non-teaching staff plays key role in the growth of the institution. The welfare facilities and services provided at the workplace become vital for continuous improvement in the work environment. The Facilities also motivates the employees to give their best. In also improves the overall morale of the employees.

The institution provides various welfare measures for staff which are as follows:

Provisions of Leave

1. Casual Leave
2. Maternity Leave
3. Study Leave granted to the teaching staff only on the permission of sanctioning authority and management.
4. Medical Leave
5. Vacation Leave
6. Special leave (SPL) and Duty leave (DL) is given for attending orientation programmes/refresher courses/workshop /Seminar/Conference, etc.
7. Festival Leave are granted as per academic calendar, notification issued by affiliating University, State Govt.

Other Welfare Measures

Canteen facility is available inside the college campus.

Loans are granted to the staffs to meet financial emergencies according to staff loan policy. Karmveer Vyaktrao Randheer College worker's Society is formed.

Organising programmes for capacity building to inculcate professional skills and ethics.

The achievement of staff is appreciated in the form of

felicitations.

Felicitation program of retired members are organized by the college with their families.

Salary is timely credited to bank account of employees.

All the non-doctoral teaching faculties are encouraged to get enrolled for Ph.D. program.

Staffs are encouraged for higher progression.

24x7 Wi-Fi (BSNL) facility is available for Staff in campus with speed 300mbps.

File Description	Documents
Paste link for additional information	0
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

3

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
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

36

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
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

College adopts a well-organized mechanism of appraising faculty members at a different level. The Performance Appraisal System of teaching staff is under the rules of UGC & Higher education.

The performance appraisal system of teaching staff follows the guidelines of Panjab University, Chandigarh. For this purpose the

college has adopted a three pronged system including:

1.Feedback Forms

2.Self Assessment Forms

3.API Scores Feed Back Forms:

For ensuring quality performance by the staff, the institution has initiated a system of taking feedback from students. For this, the students are asked to give subject wise feedback online. Thus it is ensured that students can give their feedback without any pressure. Their feedback is evaluated and necessary measures are recommended.

File Description	Documents
Paste link for additional information	0
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 college has a mechanism for both internal and external audits. The college has appointed a Chartered Accountant as an internal auditor. He is responsible for the concurrent audit of the college. He submits details of expenditure on a quarterly basis of the institution and concerned authority.

Communication and Follow up of Audit Objections - As the Internal Auditor and External Auditor observes/detects a flaw while inspecting the records, they inform their objections /queries to the responsible person.

After the internal audit, an auditor informs the final queries to the Principal. The auditor specifies comment on mistakes where necessary action is required to avoid the same mistake again in the future.

File Description	Documents
Paste link for additional information	0
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

The optimal mobilization and utilization of resources and funds are of paramount importance for the Institution as it accelerate the development and helps in promotion of academic excellence.

The college has a proper mechanism for mobilizing funds.

Consistently Management separates a large portion of their budget for infrastructural development and maintenance.

The college receives the funds broadly from the following sources:

- 1.The fees of students.
- 2.The Alumni fees of final year students
- 3.Any other fund by government or non-government agencies.

The college has received fund in past from UGC for infrastructure which has been utilised by the college as per norms.

The alumni fund is used for the purpose of activities related to alumni association.

Hence the institution has strategies in place to have the best for mobilisation of funds and the optimal utilisation of resources.

File Description	Documents
Paste link for additional information	0
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

IQAC plays major role related to quality improvement amongst staff and students. IQAC is involved in the formation and extensive implementation of academic calendar as per university norms. It is involved in organizing seminars/ workshop/ Guest lectures at various levels, involved in planning study tours, Industrial visits and field trips, encourage students to participate in various activities related with academics, sports and Cultural.

College IQAC prepares , evaluates and recommends the following for approval by the relevant organization and government statutory authorities; Self Study Report of various accreditation bodies, PBAS, Stakeholders feedback with action taken Report and Introduction of new programs.

File Description	Documents
Paste link for additional information	0
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 is considered as a mechanism to build and ensure a quality culture at the Institutional level. The College has the Internal Quality Assurance System with appropriate structure and processes, and with enough flexibility to meet diverse needs of the

stakeholders.

The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed which is as per guidelines of Higher Education.

The Discipline Committee members make random visits to ensure smooth functioning of classes. Class Committees are regularly conducted with students to take feedback and appropriate steps are taken to enhance the teaching-learning process. Students are also free to approach the Director of the Institute for feedback and suggestions. Feedback is properly analyzed and shared with the Director/Principal, Addl. Director, HODs and individual faculty members. The teaching-learning processes are reviewed, and improvements implemented, based on the IQAC recommendations.

The quality initiatives for improving the teaching-learning process is value-added courses for students and use of ICT in teaching and learning encouraged.

Teacher also provide online examination portal for personal assessment.

The IQAC encourage the formation of learner centric Environment by following the feedback from the Student, guardians and different stakeholders.

On the basis of feedbacks the lacuna is found and the positive changes are brought about in the institution.

The departmental meetings headed by the HODs wherein distribution of the syllabus, accordingly, is maintained amongst the staff members. This plan is also shared with the students.

Periodically, preparation of action plans of teaching - learning is completed as well as monitored by the IQAC member.

Unit tests are conducted as per academic calendar and the students who do not score well and doubt removal classes are conducted so that they can grasp the concepts of the subjects and improve their grades. Students Knowledge is assessed and evaluated by conducting internal tests assessments.

PG Students are encouraged for attending seminars, / Workshop/ conference..

Research cell functions for encouraging research activities among teacher and students

Automation and digitalization of library helps in giving better services to its students and staff.

The library in order to motivate the students and staff give best user award annually

Provision of Wi-fi facility and smart classes

File Description	Documents
Paste link for additional information	0
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 initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	0
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

The college is very keen regarding gender equity and sensitises the staff and students to gender-based challenges and concerns. Prescribed curricula in several (Humanities) Honours programme provide important platform to engage in discussions regarding gender disparities and factors producing and propagating gender inequities in our society. In addition to the curricular engagements, several co- and extracurricular programmes highlight the centrality of addressing gender concerns and the need to transform the patriarchal society to a gender-equal society.

The college has Anti-Sexual Harassment committee to take necessary action on sensitive issues of the girl students which helps to ensure their vibrant presence. The entire campus is covered under CCTV cameras. The footage of the recording is often seen and necessary actions are taken, if any suspicious activity is observed, by the principal. The college has provided separate staircase for the girl students.

The college staffs have assigned campus supervision to maintain discipline in the campus. The college has adopted mentor mentee scheme to solve the individual problems both academic and personal of the students. The staff members strive to solve all kinds of problems of the students. College organizes lectures of eminent personalities to create legal awareness, health and hygiene among the students. College has a separate ladies room for girl students. The patrolling van of local Ladies police periodically visits the campus for the prevention of offensive activities.

Legal awareness programmes are organised to raise awareness about laws on sexual abuse, sexual harassment at workplace, civil and political rights, POSCO, etc. The college believes in not only heightening awareness among female students about their rights but also sensitising students towards gender issues. In addition, the college has a duly constituted Anti Ragging Committee, Discipline Committee, and Student Advisory Committee to ensure safety and to protect the interests of students. Self-defence training programmes for female students are organised regularly.

The college provides medical support to students experiencing any kind of health issues. It organises health camps to increase awareness of various health problems such as PCOD, cervical cancer, anaemia, sickle cell and other health concerns among female students.

Counselling: Yuvtisabha cell of the college organizes all important

activities associated with the counselling of the students. Formal and informal counselling is done in the college. Staff members motivate the students to improve their overall personality by participating in various activities organized by the college. Staff members inspire the students of downtrodden and weaker section to come to the main stream of the society.

Common Room: The College has provided separate common room for boys and girls. College has girls hostel for the accommodation of rural Tribal students. Common room is one of the basic features of student support services offered by our institution. A spacious and well-furnished common room has been established to facilitate the female students. The room has been designed to enable the girls to socialize, discuss and interact in an informal space. It also serves the dual purpose of relaxation and recreation.

- The shared lounge has a seating capacity of 50 students with sufficient carpet area.
- The room is airy, ventilated, well-lit, neat and clean. The college strives to provide a friendly ambience to the users.
- It is equipped with basic facilities like drinking water, wash basin, elegant furniture, first-aid box and notice board.
- Canteen services are available in college campus.

File Description	Documents
Annual gender sensitization action plan	0
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	http://spdm.ac.in/igac.html

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

D. Any 1 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

The college has a sprawling green campus and gives top priority to keep the campus clean and eco-friendly. The faculties and students are regularly advised to reduce waste at lower extent. Sincere students put waste in separate bins kept at different places on the college campus. The solid waste is regularly collected by the garbage town council. Waste is collected twice in a day. It is processed as per the nature of the waste. The college has a vermin-compost unit in which it is collected. To minimize the problem of waste disposal separate dust bins are kept. Blue colour dust bin is kept for dry waste and Green colour dustbins are used for wet waste Also a dust bin is kept in every room to collect the dust waste is collected twice in a day. Organic waste is converted into bio-fertilizer by the vermi-composting plant developed by the college. Garden waste, kitchen wastes from the college canteen and other wet waste are collected from different areas of the campus. After the vermi-compost is ready in due course it is harvested and used for plants on the campus. Dry waste mainly leaf litter is allowed to decompose systematically over a period. The wet waste from garden, kitchen of canteen and from other areas are collected and after that vermin-composting is ready in due course it is harvested and used for the plants on the campus. Partial waste recycling system is maintained on the campus by utilizing the sewage water to water the nearby trees. The boards with meaningful slogans are displayed to bring environmental consciousness among the students as well as stakeholders. Old newspapers, old answer papers and raw paper material (Raddi) issold out.

E-waste Management: For E-waste management our parent institution had provided us a committee. The committee members come to see the condition of E-waste. They suggest us to sell the non-working laboratory equipment, computers, monitors, printers and batteries etc. as scrap materials. Those are sold on the systematic basis following the rules of purchase committee. All the sold materials are then ruled out from dead stock register for future records for safe recycling. The college is planning to create an 'E-Museum', where the damaged parts of computers shall be displayed from inside

and outside. It will help the students to realize the internal structure of computer and other devices. This E-waste audit is scientifically carried out by our sanstha regularly. The students of the college have actively participated in the youth festival event 'Installation' which is based on the theme of 'Best out of Waste'. Regular maintenance of drinking water tap, RO water filter, and drainage and water pipelines is kept by the college support staff.

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

A. Any 4 or all of the above

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	View File
Any other relevant information	View File

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 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

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).

This is the oldest senior college in the town. Most of the students taking admissions in the college are local and belong to the nearby tribal villages. As per government rules the admission process is carried out. Enough care is taken for specific earmarked seats of each category are filled up. The statutory committees of the college are well balanced with the representation of each category. In major extension activities local citizen's participation is commendable. The town council, Tehsil office, Session Court, Post-office, Govt. Hospital, Agricultural office etc. is fully involved in the national developmental activities, national festivals, awareness rallies, and government campaigns. These flex board of environmental awareness, social harmony, unity and values are displayed in the college campus.

The college is playing an effective role of catalyst in the town to maintain the peace and national integration. The college regularly organizes different activities for inculcating the values of tolerance, harmony towards cultural diversities. Our college belongs to the rural background. Its activities have a very positive impact on the society's cultural & communal thoughts directly. The socio-economic conditions are somehow different than the other developed regions of Maharashtra.

The use of new methods and technologies in agriculture was too less, most of the students admitted in our college are belong to the farmer's family. To take this opportunity our college tried to gather number of farmers from nearby villages through "Farmer's Meet" (activity) workshop in collaboration with our Sanstha. The farmers were made aware about taking improper crops from their fields. The various methods of irrigation were introduced to farmers

for proper management of available water. The importance of soil testing was also mentioned for good health of soil and to maintain the soil fertility for long period.

Our institution also runs the Gandhian thoughts exam in collaboration with our Sanstha and as well as Gandhi Research Foundation, Jalgaon. The students also contributed as paralegal volunteers training program under legal literacy campaign. The college organize webinar related to Human Rights Education. The students are inculcated with the tolerance and harmony about cultural regional, linguistic communal socio-economic and other diversities by arranging experts lectures on various topics. To maintain the linguistic importance Department of Marathi celebrates various activities such as 'Marathi Rajbhasha Fortnight' in collaboration with other departments, Birth Anniversaries of all national heroes are celebrated with the local community. Thus, the college has created very positive image for all the communities and they donate and help the college in the developmental activities.

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	View File

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

The institute is a role model of best governance and democracy. Not only the students and employees but every citizen of the town respects the institution for its contribution to social development. The college is recognized in the vicinity as a 'Center of Social transformation'.

Preamble of the constitution is displayed at the entrance of the college and it is clearly visible to all the entrants. The 'National Anthem' is compulsorily played on every program and occasion. It reflects the strong attachment of the students, employees and the citizens towards the values of Indian Constitution. Our institution had arranged number of programs covering freedom of expression through which the students can get courage to express them. Many of our teachers deliver lectures on the constitutional obligations, national unity and social harmony in the college, town and in nearby villages. 26th November is celebrated as 'Constitution Day' in our

institution. Various types of activities had been arranged to make this day meaningful. Every year, lectures of eminent speaker are organized on that day to reiterate the significance of the constitution of India. Every year, on 26th June, the birth anniversary of Ch. Shahu Maharaj is celebrated as 'Social Justice Day' in the college. The college organize massive rally throughout the town to spread the message of 'Social Equality'. The National Unity Day is also celebrated every year in the college on the occasion of Birth anniversary of Sardar Vallabhbhai Patel. To make aware the students to various consumer's laws and rights every year 'Consumer Day' is celebrated on 24th December. The issues related to problems of consumers are expressed through the programs arranged on the topics like Consumer's Act' Rights of Consumers etc. The Voter's Day, International Yoga Day, Legal Literacy, Freedom of expression programs had been conducted by the institution from time to time. The Dept. of Political Science visit the Session Court, Town Council and other Govt. offices as a part of their study tour.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://spdm.ac.in/igac.html
Any other relevant information	<u>0</u>

<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</p> <p>4. Annual awareness programmes on Code of Conduct are organized</p>	<p>A. All of the above</p>
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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	View File
Any other relevant information	View File

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

India is well known for its festivals and cultural diversity. The college helps student to relate with the cultural heritage and connect with their roots, by inculcating the importance of protection, preservation and propagation of Indian culture. It also actively participates in the 'National Flagship Programmes' promoted by the MHRD, UGC, University and the local Govt. offices. International Days are also celebrated with great enthusiasm.

Institute pay tribute to all the national heroes on their Birth and d anniversaries. The event is followed either by lecture, rally or the competitions like elocution, singing, wallpaper, and rangoli etc. The college organizes activities on these days of national importance to recall the events or contribution of our leaders in building the nation and imbibe moral and ethical behaviour of students in their professional and personal lives.

International Commemorative Days

1. International Women's Day - 8th March
2. World Water Day - 22th March
3. International Mother Earth Day -22th April
4. English Language Day - 23 April
5. International Labour Day - 1 May
6. World Environment Day - June
7. World Population Day - 11 July

8. International Literacy Day - 8 September

9. International Day of Non-Violence - 2 October

10. World AIDS Day - 1 December

11. Human Rights Day - 10 December

12. National Yoga Day - 21 June

Birth anniversary of Savitribai Phule is celebrated on 3rd January, 6th January reporter's Day, 12th January Birth anniversary of Rashtramata Jijau and Swami Vivekananda, 23rd January Birth anniversary of Netaji Subhashchandra Bose, 26th January Republic Day of India, 19th February Birth anniversary Chhatrapati Shivaji Maharaj, 11th April Birth anniversary of Krantijyoti Mahatma Jyotirao Phule, 14th April Birth anniversary of Dr. Babasaheb Ambedkar, 22nd April Vasundhara Divas, 1st May Maharashtra Din, 6th May Death anniversary of Rajarshi Chhatrapati Shahu Maharaj, 25th May Birth anniversary of Maharana Pratap, 21st June International Yoga Day, 26th June Birth anniversary of Chhatrapati Rajarshi Shahu Maharaj, 11th July World Population Day, 23rd July Forest Conservation Day, 1st August Birth anniversary of Annabhau Sathe and Lokmanya Tilak, 9th August Birth anniversary of Dr. S. R. Rangnathan (Father of Library Science in India) and August Kranti Din, 15th August Independence Day of India, 5th September Birth Anniversary of Dr. Sarvapalli Radhakrishnan celebrated as Teacher's Day, 2nd October Birth anniversary of Mahatma Gandhi and Lal Bahaddur Shastri, 31st October Birth anniversary of Sardar Vallbhbhai Patel, 14th November Birth anniversary of Pandit Javaharlal Nehru also celebrated as Children Day, 10th December Human Right Day.

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	View File

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 - Digital Literacy and Cyber Security Cell

The college has established Digital Literacy and Cyber Security Cell during 2018-19 for the purpose of promoting digital activity and securing cyber activities of Teachers, CHB Staff, Faculties, Research Scholars and Alumni. The individual should engage with the digital environment which is also beneficial for them as well as society and the country. Whereas Cyber Security in Banking has great importance, it becomes all the more necessary since the very the foundation of banking lives in nurturing trust and credibility. Everyone seems to be going cashless, using digital money, therefore it becomes very important to ensure that all measures of cyber security are known by them. The following detail objectives describe the necessity of Digital Literacy and Cyber Security Cell.

Objectives of the Cell

- To aware staff, students and society about Digital Literacy and Cyber Security.
- To motivate staff, students for study about Digital Literacy and Cyber Security.
- To promote faculties to participate in Digital Banking and Cashless.
- To guiding students for cyber security while doing banking transaction.
- To organize Seminar regarding Cell objectives through departments.

Activities conducted by the Cell during 2020-21

- Guided faculties, non-teaching staff about cyber security during college meetings.
- Two Student Development Workshop on Career Guidance organized in collaboration with Commerce Department through online mode during 4th and 5th July 2020.
- One Day Live Workshop on Basics of Tally for Commerce Student conducted on 16.08.2020.
- State Level Guidance Webinar organized on Topic "Digital Awareness and Cyber Security" on 06.06.2021, more than 600 participants joined through Zoom and YouTube.
- Organized Professional Development Programme on Enhancing Teaching through ICT Tools on 20.08.2020 through Zoom Platform.
- Rally organized by cell to promote Cyber Security and awareness on Digital Literacy.

- SMS forwarded to all students, parents for taking care about Cyber Security and Digital Banking.

Best Practice-2- Research and Development Cell

The college has established Research and Development Cell during 2018-19 for the purpose of promoting research in Teachers, CHB Staff, Faculties, Research Scholars and Alumni. The quality research directly enhance teaching quality, classroom learning which is beneficial for faculties, students, society and the country. The following detail objectives describe the necessity of Research and Development Cell.

Objectives of the Research and Development Cell

- To enhance the quality of research work.
- To promote faculties to participate in conferences and seminars.
- To motivate teaching faculties, research scholars for research publications in quality journals.
- To recognize Minor / Major Research Projects.
- To guiding research scholars for M.Phil./Ph.D. research and Progress Report.
- To organize NET/SET/PET workshop for PG Students, Research Scholars and faculties.
- To organize National/International Conferences through different departments.
- To organize Webinar/Seminar/Workshop related to Research Methodology.

Activities of the Research and Development Cell (2020-21)

- Promoted faculties to participate in conferences and seminars during college meetings.
- Guidance Seminar organized at college level to enhance quality of research among PG Students.
- NET/SET workshop for PG Students, Research Scholars organized at University Level in collaboration with Chemistry and Geography Department.
- Research Advisory Committee Meetings organized during the year for guiding Research Scholars.
- One Day Online Multidisciplinary Conference Organized in Collaboration IQAC on 05.01.2021.
- Online Meeting for Research Scholars conducted on 15.05.2021 for brief insight into the research and activities to be conducted while preparing research outline.

File Description	Documents
Best practices in the Institutional website	http://spdm.ac.in/best%20practices.html
Any other relevant information	http://spdm.ac.in/Best_Practices%20twenty%20twenty%20one.pdf

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 College is dedicated to provide ample opportunity to students to learn the theoretical concepts practically as well as overall skill development of the students. The institute follows the under given process:

1. Teaching Learning Process:

The college has an effective conjunction among teaching, research and extension. The college provide academic as well as collaboration activities with reputed organizations. It is the priority for the college to assist the college strength to fulfill the vision of establishing itself as excellence by imparting futuristic learning environment. The college develops and applies knowledge to all the students by experiential learning and skill base education.

2. Extension Activities

Skill Awareness programme such as talks, seminars and workshops related to the Personality Development, Empowerment, Digital Literacy, Swatch Bharat etc. under extension Activities and Outreach Programmes are focused on the integral formation of the student. Training and Workshops on Transferable Skills help the students to serve the society better. Strive for truth and Service, we provide quality education to our students. Integrity and transparency are reflected in all the endeavors of the institution, from the Admission process up to the conformant of Degree and even beyond. The college stands for humanity, for tolerance, for reason, for the adventure of ideas and for the search for truth. For this we create an environment that fosters teamwork, cooperation and mutual support. The college believes in the policy of inclusion and promotes the Nation building qualities of equality, justice and fraternity.

3. General Knowledge classes

General Knowledge classes are conducted once a week for all Second Year students. Soft skills also form part of these classes.

4. Self-Evaluation and Continual Renewal

The Institution follows a multi level evaluation process to support a continual renewal such as:-

- a. Self Appraisal by Teaching and Administrative Staff,
- b. Internal Evaluation of Students
- c. Academic Audit
- d. Stakeholders Feedback
- e. Management Appraisal

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

The college plans the following for implementation in future-

Introduction of some more UG and PG courses.

Enhancing academic excellence.

Development of skills of the students by inculcating core values among them further by imparting value-based education.

Enhancing social compatibility of the students by giving better opportunity of social interaction through activities of NSS, NCC and the like.

Increasing alumni and industry interaction to students. Motivate faculty members for the FDP programmes.

Increase Ph. D enrollment.