YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	DR. SHYAMAPRASAD MUKHERJEE ARTS COLLEGE, SHENDURJANAGHAT
• Name of the Head of the institution	DR. RAMDAS FULARI
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07229238294
• Mobile No:	9421624220
• Registered e-mail	drspmacsghat@rediffmail.com
• Alternate e-mail	ramdasfulari@gmail.com
• Address	At. Shendurjanaghat, Tq. Warud, Dist. Amravati Tiosa Road,
• City/Town	Shendurjanaghat
• State/UT	Maharashtra
• Pin Code	444907
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid

• Name of the Affiliating University	**Sant Gadge Baba Amravati University Amravati**
• Name of the IQAC Coordinator	**Dr. Rajesh Ganesh Bobade**
• Phone No.	**07229238294**
• Alternate phone No.	**8408009888**
• Mobile	**8668553514**
• IQAC e-mail address	**dspmclib@gmail.com**
• Alternate e-mail address	**drspmacsghat@rediffmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://smcollegesheghat.in/AQAR%202019-20%20DSPMAC.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://smcollegesheghat.in/2020-21/Academic%20Calendar%202020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.14**	**2017**	**27/11/2017**	**26/11/2022**

6.Date of Establishment of IQAC	**25/05/2014**

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**	**0**	**0**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File

9.No. of IQAC meetings held during the year	2	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

Awareness Programme in Pendamic Situation for Rural Area ,Social Awareness / Participation in Covid 19
Online teaching Learning Process
Student Satisfactory Survey
Online Lecture Series organised by college with the guidance of Experts
Initiative has been taken to organized workshops with other institutions

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
Introduced College Student Responsibility Fund (CSR) for Financially weaker students.	It is Beneficial for the Financially weaker students of the College. This scheme is used as financial assistance to students for various competitions
Feedback of Stakeholders on Curriculum	The institution Collected feedback from stakeholders on Curriculum.
Lerner Test	College conduct know your lerner test
Use of ICT	Efforts are made to encourage faculty members to use ICT for teaching learning.
Guest lectures	Through out the year guest lectures have been organized.
Conduct Comiptition and Programme on Online Platforms	Compitetive Quiz, Soprts Quiz, Other Subjext Programme are Arranged.
Documentation of the various programme/activities of the college.	Documentation and reports of all activities conducted has been completed.
Encourage faculty for research activities to publish papers in quality-based journal.	The No. of Research papers has been increased.

13. Whether the AQAR was placed before statutory body? | **Yes**

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	14/06/2021

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021	15/03/2022

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

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

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

20.Distance education/online education:

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**7**

File Description	Documents
Data Template	[View File]

2.Student

2.1 Number of students during the year	**164**

File Description	Documents
Data Template	[View File]

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	164

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	42

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	9

File Description	Documents
Data Template	View File

3.2 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	9
4.2 Total expenditure excluding salary during the year (INR in lakhs)	458022
4.3 Total number of computers on campus for academic purposes	20

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

The institution is well known the significance of well-plan curriculum delivery to obtain expected outcome of teaching learning process. Time table committee prepares the time table in the beginning of academic session. Every faculty member discusses the syllabus of relevant subject with the students in the classroom. The unit tests and class tests are conducted to know the progress of students, similarly seminar, Group Discussion are conducted and Assignments are given to enhance the knowledge of students, Field visits, Industrial visits, Bank visits, grampanchayat visits are made and Guest lecture for the students are conducted almost by all departments. Priority is given to complete syllabus within the time. So that students should equip with the knowledge to appear University examination. The feedback of the students is taken by the faculty members and submitted to feedback committee. Apart from lecture method, teachers made use of ICT tools and demonstration method for effective delivery of Curriculum. Extra classes are held as per the requirement. The teacher of the college also maintains daily diary and place before Principal and the Principal check the diary and suggest the changes for the improvement teaching methods to concerns.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	**Nil**

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

As our college is an affiliated college, the Institution strictly follow Academic calendar of SGB Amravati University, Amravati. The academic calendar is well disseminated on the website, college prospectus, so as other stakeholders are informed regarding the activities and events happening in the institution. The calendar includes important dates such as dates for admission, the commencement of classes, workshops, seminars, practical exams, Continuous Internal Evaluation (CIE), and University Exam. The

college maintains a high standard through CIE and ensures end semester and practical examinations are conducted jointly by the concerned teacher and an external examiner appointed by the university. During every academic year at least four unit tests after every individual unit is taught and a semester exam after the teaching of complete syllabus is over are conducted. In addition to the tests, assignments, mini-projects, and quizzes are also part of CIE. The evaluated answer scripts are shown to the students to clarify their doubts about the evaluation process.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://smcollegesheghat.in/facilities.html

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	B. Any 3 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	No File Uploaded

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

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	**No File Uploaded**

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)

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	**No File Uploaded**

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

Nil

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**No File Uploaded**

1.3 - Curriculum Enrichment

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

Women Cell of the college focuses on the gender equality. Throughout every academic year, it organizes various programmes which throw

light on the gender equality. Apart from it, the NSS Unit of the college also organizes various programmes to aware the students about the need of the gender equality. NSS, through its various activities, makes the students aware about the various human values. The cross cutting issues like Professional Ethics, Gender, Human Values, Environment Sustainability are the parts of almost all the courses of Humanities. They are reflected in the syllabus directly or indirectly.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	**No File Uploaded**

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

Nil

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	**No File Uploaded**

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

Nil

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	**No File Uploaded**

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**D. Any 1 of the above**

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	[View File](#)
Any additional information(Upload)	**No File Uploaded**

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

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	https://smcollegesheghat.in/2020-21/Students%20Satisfactory%20Survey%202020-21.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

400

File Description	Documents
Any additional information	**No File Uploaded**
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

164

File Description	Documents
Any additional information	**No File Uploaded**
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

Due to Covid-19 pandemic, the offline classes were closed. Hence, various online methods were used for teaching -learning process to meet the educational needs of the students. Most of the students are admitted in the college from rural areas. So, it needs to classified slow learner, moderate learner, and advance learner. The faculty members faced numerious difficulties for the assessment of students. Therefore, well-mechanised remedial coaching could not be organized for the slow learners. The faculty members utilized a lecture per week for this purpose. During these lestures, the students were given the due guidance regarding academic progress. The teachers of all subjects put their best efforts in this activity. However, the outcome in terms of results in examination could not be assessed due to the pandemie eircumstancas. Fast learners can find things too easy and cut corners with processes as well.There is an informal mechanism to assess the learning level of the students. Further, no special programme was organized for advanced learners, and not even for the slow learners because of the pandemic. But the doubt clearing sessions were conducted by verious departments.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
164	**9**

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

Experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences, these methodologies include illustration and special lectures, field studies, case-studies, project-based-methods, experimental methods.

Experiential learning:The College focuses on experiential teaching learning techniques through online due to covid-19. In academic year 2020-21 various programmes such as yoga meditation, essay competition, various days' celebration was conducted through online platform due to pandemic.

Participative Learning (PL) All departments in the college encourage students to get actively involved in online education through seminars, videos etc.

Problem Solving Method: This method promotes critical thinking, creativity and scientific temperament. The students are expected to observe, understand, analyze and find solution that lead to a holistic understanding of the concept. Working on projects, students develop logical thinking and gained practical knowledge essential to solve new problems. Free internet access in the library and Wi- Fi facilities in campus promoted self-learning, Group discussion developed problem solving strategies.

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

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

The all teachers had conducted online lectures and examination by using online platform like Zoom, Google classroom, and Google form etc. ICT enabled teaching methodologies are being used by all departments in the college used the Google Documents and Google Slides for Teching. Many departments have done PowerPoint presentations. Many departments, like Marathi, English, have circulated YouTube channels through which many lectures and programs for learning. All the departments are instructed to set question papers of their respective subjects which are based on the stated learning outcomes. Hereafter exam is conducted and answer-scripts are evaluated.

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

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

9

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

9

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

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

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

5

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

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

2.4.3.1 - Total experience of full-time teachers

9

File Description	Documents
Any additional information	**No File Uploaded**
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.

COVID-19 Pandemic lockdown induced changes in Examinations: Unit Tests and Preliminary examinations conducted online. The college has performed internal evaluation process as per norms and guidelines of Sant Gadge Baba Amravati University,Amravati. The academic planning committee and examination committee prepared the internal theory and practical examination time table as per university examination circular. In advance it is communicated to students on WhatsApp group, notice board and distributed to each department. Due to covid-19 pandemic lockdown the internal examination of odd and even semester (Academic year 2020-21) for B.A. courses were conducted in online mode through Google form. The internal theory and practical examination schedule were communicated to students on their department wise separate WhatsApp group. The teachers communicated necessary guidelines in this regard to students on WhatsApp group. Both examination were conducted by Google form as per time table. The internal evaluation was performed as per examination circular given by Sant Gadge Baba Amravati University,Amravati. The internal examination marks are submitted by online to university examination portal through college login account. The one hard copies of marks filled up was submitted to college examination cell. For transparency in internal assessment,advance mentoring, Academic Calendar, grievance redressal, and displaying of internal marks are practiced.

File Description	Documents
Any additional information	[View File]()
Link for additional information	Nil

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

College have verious committees within its Examination Committee deal with the various aspects related to grievance. The grievance Committee deal with the exam related issues, it has its own norms and rules and accordingly all the grievances regarding to the examinations are sorted out by this committee.

The internal assessment like assignment submission, class test, seminar, project, and practical oral related problems were resolved at college level in respective department. The student's internal marks are incorrectly entered or absences due to examination online

portal server problem are resolved by college examination officer communicated to university examination section immediately.

The common grievance of the students regarding Question Papers are: Out of syllabus questions,

allocation of marks to questions, Incorrect options to MCQ's. For the above mentioned grievances, the students approach to the administrative office and Concerned committee resolved the issue.

All subjects Google form link were created by examination cell and that link was shared to students as per time table through respective head of department. The College follows a credible and transparent system in grievance related problem solving.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The college is affiliated to Sant Gadge Baba Amravati University, Amravati and follow the curriculum prescribed by the university time to time. Program and course outcomes provide a powerful framework on which the curriculum and related activities are structured and carried out. The curriculum of each subject has been designed outcomes based. All Programme outcomes and course outcomes has been displayed on college notice board to aware for various stakeholders.

Program outcomes, program-specific outcomes and course outcomes for all programs offered by the institution are stated and displayed on the Notice board and Website of Institutions

The Program, Program Specific and Course Outcomes (PO, PSO and CO) are shared with the students by Principal, IQAC coordinator, senior faculty members during induction program which is conducted every year for entry year students.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for Additional information	<u>https://smcollegesheghat.in/2020-21/Result%2 02020-21.pdf</u>
Upload COs for all courses (exemplars from Glossary)	**No File Uploaded**

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

During the Pandemic in the academic year 2020-21 as per university guidelines, the examination was conducted through online mode by the examination committee. The performance of students is monitored and evaluated for measuring the attainment of Program Outcomes, Program Specific Outcomes and Course Outcomes through Internal,external evaluation, and placement, progression to higher studies, skill development and start-ups.

Sant Gadge Baba Amravati University guidelines have given a weightage internal assessment and external assessment in the form of internal and external examinations. Through students feedback mechanism the programm and Course outcome are evaluated. Number of Students' progression to higherstudies reflects the Programme and Course outcome. Some Students go for Higher studies like UG to PG also go for Eligibility and entrance exams like MPSC and other competetive examination held by Government and non-government organisations.

Accordingly the teaching learning process is carried out. Attainment of program outcomes, program specific outcomes and course outcomes are duly evaluated by the institution. To attain the programme specific outcomes, the college conducts exam of the students of final year of every programme. All the departments are instructed to set question papers of their respective subjects.Conducted programme and answer-scripts are evaluated. For this process the college comes to know as to what area the stated outcomes of the respective subjects have been acomplished after that the result is calculated. The respective teachers are also observed the students performance in this activities through observation and interaction with students

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

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

38

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	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://smcollegesheghat.in/2020-21/Students%20Satisfactory%20Survey%202020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

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

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

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

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

2

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](#)

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during

the year

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

`11`

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	<u>View File</u>

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

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

`1`

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	<u>View File</u>

3.3 - Extension Activities

3.3.1 - 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 Institution used to organize verious extension activities to inculcate virtious secraments among the students. Students are encourageed to develop a social mind-set for the betterment of society in view that Student should be a responsible citizen of the nation. Almost all the departments of the college conduct departmental and social activities but the NSS unit plays leading role in oraganization of social activites as well as programmes. Every year NSS department organizes seven days Special Camp at nearby adopted village where students are acquanted with village community, they interact with the villegers try to know their problems and also findout the soulation by conducting various programmes. Volunteers also work together for assigned project and complete within seven day and present an ideal image of unity before the villegers. But due to pendamic year of COVID-19 and the period of lockdown. We have conducted regular social activities in the

college on online and offline basis. The activities are organized by college are as follow.

- Celebration of International Yoga Day
- Programme on Compaign against Tobacco
- Tree Plantation Programme
- Shiksha Din
- Shikshan Prerana Divas
- Blood Donation Camp
- Swachhata Abhiyan
- Azadi ka Amrit mahotsav
- COVID-19 Awareness and Mask Distribution Programme

All the above activities are conducted in the college by online and offline mode.Whenever possible resouce persons were invited in the many of the programmes with cansidaration of pendamic circumstances.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

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

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

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

3.3.3 - 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

3.3.3.1 - 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

7

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

100

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

7

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

3

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Dr. Shyamaprasad Mukherjee Arts College run and managed Janata Education Society Shendurjanaghat and affiliated to Sant Gadge baba Amravati University, Amravati. Our College is located in Tribal area 97 km. away from S.G.B.A.University, Amravati.

The college has its own building with well-furnished Library, Women Hostel, Auditorium and Sport Ground. We have in-adequate but required infrastructure and we are making utilization of it. Laboratories of college are fully equipped with instruments. The computer lab of college has adequate computer with printer Facility. For healthy and smooth administration separate rooms are allotted to IQAC, NAAC, NSS, physical department, CDC, Woman Cell etc. Canteen facility is available. As a part of Health and hygiene separate gents and ladies' toilets are available in the campus and Automatic Sanitary Napkin Vending Machine is installed. For safety purpose 8 CCTV cameras are installed. Ladies common room with necessary amenities is provided. In addition to above facilities auditorium having 200 sitting capacity. Hall is well equipped and facilitated with surround speaker along with projectors.

In addition to this we have following facilities available in the

college.

- Computer Lab,
- Hi Speed Internet/Wi-Fi Facility.
- Laboratories with advanced instruments and equipments.
- Well furnished library with reading room and internet Connectivity.
- Departments of available subjects in the college.
- Post graduation courses in Geography and Home Economics.
- Girls Common Room.
- Projectors and Digital Board.
- N.S.S. Unit.
- Additional Coaching for Games and Sports.

Above facilities are provided to the students to increase their knowledge and alround development.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

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

The institute, with compulsory core courses and continuous evaluation system, integrates sports and other extracurricular activities as an essential component. The infrastructure of an institute isadequate for cultural activities,sports, games, gymnasium and yoga centre.

The cultural committee has been established in college for smooth conduction of Programme. The college provides excellent auditorium hall of dimension 63.6× 38.6 Sq. feet facility for cultural activities. Total approximately 200 students can sit at a time in auditorium hall. The hall is also used for yoga & meditation and celebrating

anniversaries of different legends of our country. The College has sound system, mike and projector in auditorium hall for any event. The department of physical education is fully equipped with indoor games facilities such as Table Tennis, Carrom, and Chess. Therefore,

outdoor facilities include Kabaddi, Volleyball, Shot Put, Long Jump

Pit, Double Bar, and Single Bar. The physical education department also has weighing machine facility. The directors of physical education regularly motivate the students in various games.

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

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

3

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

8

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

306513

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 Central Library of our college is main source of knowledge and information. It is an essential and integral part of our institution. At present our library is having 8963 books, 5 journals and periodicals library is well equipped with computer and Internet facility.Library has an advisory committee comprising of seven members including the Librarian.Minimum two meetings are arranged in each year The Library Committee approves all the proposed rules and major decisions regarding the functioning of the Library.

- **User Friendly Initiatives: - The staff members of the library provide healthy services to staff and students. Friendly and co-operative atmosphere is maintained in the library. Our library also motivates students to make more use of the facilities. Our library also provides books and other materials related to competitive examinations to our ex-students. Similarly, the Book Bank facility is available in the Library, the atomization of Library is under progress so that the users can access easily. Library Department has also started a best user award for students in order to motivate them to make more use of library.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	**Nil**

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	**D. Any 1 of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
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)

4788

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)	**No File Uploaded**

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

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

11

File Description	Documents
Any additional information	**No File Uploaded**
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

Internet service is available in the college for students and staff. In the staff room computer has been provided with Internet facility for faculties. The computer and internet is also provided in the office and the college library. The broadband facility from BSNL is provided in the college for the purpose of fast access of information. There is also computer with Internet facility in the Principals Office. The teachers from all departments make regular use of this facility for educational and research purpose.

The computers are made available for the students in the library. The students often make use of this facility for obtaining study material. Our library is also equipped with latest version of INFLIBNET, SOUL software, which helps students and staff to get access of books they need to borrow from Library. The college website www.smcollegesheghat.in is in operation. The college intends

to upgrade existing computers and Laptops with the latest software and operating systems. We also desire to increase number of computers and to make them available with Internet facility to students by setting up a computer lab. We have made it compulsory for every staff member to have Computer knowledge for making them technology friendly. Teachers are being motivated to make more use of ICT recourses in teaching learning process. So that the students get benefitted from it. We are planning to provide computer facility to the students other than college.

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

4.3.2 - Number of Computers

10

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

306513

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.

Dr. Shyamaprasad Mukerjee Arts College is established in August 1995 by Janata Education Society, Shendurjana Ghat.

In addition to this Local Management Committee members are available on every occasion whenever any policy decision is to be taken. In addition to this various committees are formed for the better execution of the administration.

The routine maintenance of infrastructure of the college is managed by the management at the college level. The college authorities maintain furniture, Electrical and water supply network, Water cooler etc. The college intends to upgrade existing computers and Laptops with the latest software and operating systems. We also desire to increase number of computers and to make them available with Internet facility to students by setting up a computer lab.

The professional company hired by the college maintains computer systems and other related gadgets. The laboratories of geography and Home Economics are maintained properly by the head of the departments of the concern subjects. The entire electrical equipments, Generator, Invertors, etc. are looked after at least once in a month.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://smcollegesheghat.in/Maintenance%20Policy.pdf

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

104

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

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

104

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<u>View File</u>

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	**C. 2 of the above**

File Description	Documents
Link to institutional website	**Nil**
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

0

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	**No File Uploaded**

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	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

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

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**

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

18

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
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

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**

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.

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at univer sity/state/national/international level (During the year) (Data Template)	**No File Uploaded**

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)

Institution facilitates students' representation and engagement in various administrative,co-curricular and extracurricular activities.

Student Council:The student council is formed as per the Maharashtra Public University Act 2016.The representation of the student council includes class toppers, representative of girl students, NSS, &NCC units,sports, & cultural activities.

Library Advisory Committee :Library has an advisory committee comprising of seven members including the Librarian. Minimum two

meetings are arranged in each year The Library Committee approves all the proposed rules and major decisions regarding the functioning of the Library.

Sports Committee:The Sports Committee is formulated in college to promote sport activities. The students' representative is nominated on this committee.

Women Grievance Redressal Cell:Under women's grievance redressal cell a committee is constituted by the college to promote healthy environment to all female staff, students and faculties. Principal also nominate a students representative on this committee.

Anti-Ragging Committee:The anti ragging committee is being constituted as per the circular and guidelines of Sant Gadge Baba Amravati University Amravati. The anti ragging committee very seriously observed students, closed circuit cameras (CCTV) have been installed in the college building to discourage ragging.

details of various academic and administrative bodies that have student representatives on them.

- College Students Council
- Library Committee
- Sports Advisory Committee
- Grievance Redressal Cell/Internal Complaint Committee
- Women Development Cell
- N.S.S. Advisory Committee
- Languages study Association
- Social Sciences Study Association

File Description	Documents
Paste link for additional information	Nil
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

443

File Description	Documents
Report of the event	View File
Upload any additional information	**No File Uploaded**
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

The Alumni Association of college was registered on 09/06/2017 with registration no. Maharashtra 383/2017/Amravati. College has Alumni association which is registered and organizes Alumni Meet once in every academic year. Near about 30 to 40 alumni attend the meet every year. Alumni come on dice and give vent to their views and suggestions for betterment and advancement of institution.

In addition to this alumni members are invited in various programs and request them to guide and share their experience with the students in the college. Our College is established on 4th August 1995 therefore no teaching faculty and nonteaching member have been retired upto now.

Students are indirectly involved with IQAC by conveying their suggestions and inputs to the concern teachers which helps in devising student friendly techniques. There is representation of alumni in IQAC who contribute through their experiences.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision: To bring higher education to the doorsteps of economically underprivileged students especially learners of rural and tribal area, emphasizing on their alround development.

Mission:To provide opportunities for higher education to the learners of rural and tribal area.

- **To disseminate quality education and equip the students with tools of gainful employment.**
- **To hone skill of living in globalized, ecologically aware environment.**
- **To encourage and inspire teachers and students to attain excellence in education.**
- **To develop moral and intellectual outlook among students and inculcate principles of unity and Integration.**

Objectives:

- **To Provide platform for excellence in academic growth to students of rural and tribal area.**
- **To develop among students a sense of self confidence, a spirit of competitiveness, cooperation and adoptability so as to face the challenges of future.**
- **To encourage students to participate to academic, sports and co-curricular activities.**
- **To inculcate good moral values and sense of nationalism amongst students.**
- **To ensure awareness of gender rights and gender justice amongst students.**

File Description	Documents
Paste link for additional information	https://smcollegesheghat.in/index.html
Upload any additional information	View File

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

Appex body of the institution has given sufficient freedom to the principal who is the head of both administrative body and academic body of the college.

The administrative body includes principal as a head followed by office head Clerk and other office staff including clerks and peons. The head clerk in consultation with the principal coordinate day to day activities.

The academic body includes principal as a head and convener from different departments play role as a head on behalf of the principal. All the departments and committees work together for implementation of various academic, cocurricular activities in the course of academic year. The conveners of committees monitor the function of various cocurricular and extracurricular activities. As the students are the representative and members in numbers of committees, so the committee provides an opportunities to students to lead and conduct the activities and committee monitors the functioning of programmes.

Thus the decentralization of the departments of the institution help in improving the quality of its educational provision.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

College has developed a perspective plan of development. College has established Internal Quality Assurance Cell to monitor the quality of education and other related development of the institution. The

Principal and the management members also take care in quality sustenance and quality enhancement. Suggestion are taken from the management of institutions, Internal quality Assurance Cell, College Council and College Development Committee etc. The management and Principal informed the members of concerned committees about their perspective plan at the beginning of academic session and the members of the concerned note down their work carefully and act accordingly during the year.

we have focused on enhancing ICT facility. During this academic year 03 classrooms and 01 seminar halls were equipped with ICT facilities. Further we purchased a additional software for Department of Library is equipped with Soul- 3.0 and Solor System for college.

College has decided to conduct workshop, webinar, seminar, conference through online platform due to Covid-19 pandemic. In academic year 2020-21, we have successfully conducted the various Programme by online/offline mode.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	**Nil**
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 college has formed various committees to monitor effective implementation of its plans and polices. Local Management committee is a vital body constituted to overlook the infrastructural, administrative and academic aspects of the institutions. It comprises of the secretary of Janata Education Society, representative from management, four representative of the teaching staff and one member from non-teaching staff. The committee meets twice or thrice in a year to discuss budgetary allocations, students progression, qualitative augmentation of teaching standards and infrastructural improvement. In addition to this, the other important committee include I.Q.A.C. which provides suggestions and implement the guidelines for quality enhancement. The other important committees are women Development cell, Discipline Committee, Student welfare committee, Grievance redressal committee,

Library advisory Committee, N.S.S. advisory Committee etc. All these committee play important role in smooth functioning of the college.

The principal conducts regular meeting with various committee members to review its working. The activities of these committees are recorded. The conveners and chairpersons are required to make a presentation of the activities conducted by their committees in the session end meeting.Recruitment of the staff for aided courses is done as per U.G.C. norms and University guidelines.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	[View File](#)

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	[View File](#)
Screen shots of user interfaces	[View File](#)
Any additional information	**No File Uploaded**
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

Teaching & Non-teaching Welfare : The teaching staff is granted duty leave to participate in various UGC-MHRDC sponsored courses such as orientation Programme, refresher, short term, FDP, etc. Teaching and non-teaching staff is granted different types of leaves such as casual leave, medical leave, and maternity leave, etc.

For improvement in performance of teaching and non-teaching staff, it is necessary to consider their well-being, satisfaction and motivation. It is needed that necessary requirements should be taken engagement care of. They are as follows.

1. Group Insurance Scheme
2. GPF Scheme
3. Loan facility from Nationalized Bank and Cooperative Society
4. Medical Reimbursement facility
5. Faculty improvement programme
6. Liberty to publish books, research papers, articles in conferences and
7. Maternity leave/Paternity leaves facility.

Student Welfare : Dr. Shyamaprasad Mukherjee Arts College encourages all section of the society to be a part of the learning process. The objective of the college is to provide education to the needy and socially backward students. In order to support them financially and allow them to complete their education the students are given free ship/ Scholarship, Concession in fees and facility to pay fees in installments.

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the

institution for teaching and non-teaching staff during the year

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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
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

40

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
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

The College follows academics based self- appraisal mechanism as prescribed by Sant Gadge Baba Amravati University, Amravati.The performance of the faculty is assessed through feedback forms by the students. The self-appraisal /confidential report which the teachers submit at end of every academic year help in understanding and assessing their own academic contribution their academic achievements and growth and to improve further their research and teaching skills.

The management interacts with the Principal and the teacher on a regular basis. As per the guidelines of U.G.C. and concerned university all teachers are required to fill up Academic performance Indicator (API) or performance base Appraisal systems(PBAS) according to the requirement of their seniority. All faculty members submit these forms to the principal at the end of every academic session. Principal evaluate and assess the performance of the staff. The information in API and PBAS forms contain performance in teaching, research and extension programmes. The results of assessment are placed before the C.D.C. meeting and proper suggestion are given to concern teacher for the betterment of quality of his performance.

File Description	Documents
Paste link for additional information	Nil
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 institutional mechanism to monitor effective and efficient use of available financial resources is that the Principal of the college examines needs of staff members and students through interaction in the meeting of Staff Council and College Council, the various requirements are discussed. The purchase committee formed by the college approves the requirement and finally Principal sanction the finance according to approval of purchase committee.

The institution has well placed mechanism for audit. The accountants are audited regularly by authorized chattered Accountant. The receipt and payment Accounts are submitted to Joint Director Office,

Amravati. The Account statements of UGC Fund are submitted to UGC office, Pune. The last audit for financial year 2019-2020 was finalized in the month of June-2020 and the last audit done by S.V. Mahajan & Co., Amravati on 28/07/2021.

No. Major audit objections were raised by Account officers.

File Description	Documents
Paste link for additional information	**Nil**
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	**No File Uploaded**
Any additional information	**No File Uploaded**
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 college mobilizes funds through Salary, Non-salary, alumni contribution, selffinance course and from other sources. The college adapted the system for optimal utilization of resources. The conveners of various staff council committees and head of department are asked to provide their requirements at the beginning of the academic year. This is to ensure timely and routine maintenance and up gradation of laboratories, library, computing facilities, classrooms, and equipment and facilities. The college authority invites requirements from all departments and collect list and purchase committee verified the given requirements and demanded at least two quotations from external agency and placed order. The budget allocated by management yearly for physical and academic facilities. The utilization of budget is monitored by CDC. Annual

budgetary plan gets prepared in each year. The use of funds mobilization from cash inflow from fees likely from selffinanced Programme, alumni contribution etc. In optimal utilization of resources, priorities are given to the things which help the efficient and effective teaching-learning process. All financial documents and bills are processed by the accounts section. The college moderates student's fee structure every year in order to procure additional funding.

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

6.5 - Internal Quality Assurance System

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

The institution has a well established IQAC headed by Principal and the operationalized by the coordinator. In addition its compositions include teachers, non-teaching staff and representative of management. The activities of Cell are targeted towards quality enhancing measure. Some of these measures include upgradation of infrastructure, promotion of ICT, encourage to research activities through minor/major projects and paper presentation, updating library services and impetus to faculty development through timely placement under career advancement scheme (CAS), participation in workshops, orientation and refresher courses.

File Description	Documents
Paste link for additional information	Nil
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 college reviews its teaching-learning process, structures & methodologies of operations and learning outcomes at periodic interval through IQAC. Following examples of institutional reviews and implementation of teaching-learning reforms facilitated by IQAC.

Teaching & Learning:One of the major objectives of the institutions is to enhance the teaching learning progress to make it more effective, constant efforts are made to achieve the same. Faculties are permitted to attend subject revision workshops to keep themselves update with the changing trends in teaching methods by providing L.C.D. facility.

Research & Development:Teachers are encouraged to take up major and minor projects. Many of the staff- members are pursuing their Ph.Ds, teachers are constantly motivated to attend, present and publish papers, in Local, State, National and International Workshops, Seminar and Conferences.

Feedback At the end of every year, we circulate specially framed questionnaire to the final students of U.G. and ask them to fill the feedback forms honestly. Then these questionnaires are collected by the constituted committee.

Preparation of Academic Calender At the beginning of every academic session, we prepare our action plan for the year, for that it is necessary to know how many days are available for different activities.

File Description	Documents
Paste link for additional information	Nil
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)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://smcollegesheghat.in/2020-21/Students%20Satisfactory%20Survey%202020-21.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
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

Annual gender sensitization action:-

- To aware the students about women problems in the society.
- To clear the nature of women problems.
- To provide various useful information of different fields to the girls

student by the experts.

- To solve the problems of girls students and encourage them to find out

solution of their problems through themselves.

- To provide guidance regarding health hygiene and nutritional values.
- To provide them guidance regarding self employment and Bachat Gat.
- To provide them legal knowledge of women's fundamental rights by

the experts.

- To provide the knowledge of problem regarding starvation and

imperfect food.

- To provide the guidance related mother-infant death and its remedies.
- To aware them about gender equality.
- To make women socially strong and empower to face the Problems.

Following are committees to assighned to worked to excute the plan.

- Women Development Committee
- Griveance redressal Committee
- Anti Ragging Committee
- Student Counselling Committee

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1x7ggIQqYGoR5nKmmfSF-pMvDrpS3Q2oJ/view?usp=share_link
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	https://drive.google.com/file/d/1x7ggIQqYGoR5nKmmfSF-pMvDrpS3Q2oJ/view?usp=share_link

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	C. Any 2 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 is deeply concerned with the environmental friendly atmosphere and practices.

Cleanliness Programme are organized by NSS frequently in the campus.

The college has also participated in 'Swachha Bharat Abhiyan' with local corporation body.

'Say No to Plastic' Programme has been organized and boards have been displayed with various slogan and programme are arranged.

The green waste in the form of dry tree leaves are collected in pits, treated for a season and converted into compos.

There is no use of air conditioners in the college and special pits are made for waste material management, these remedies undertaken for attaining carbon neutrality in the college premises. Dustbins are provided to collect waste at source.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

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	No File Uploaded

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways

4.Ban on use of Plastic
5.landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

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	C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
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	C. Any 2 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	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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).

Celebrating Birth and Death Anniversaries of great souls, Social reformers is regular feature in the institutions which helps in developing moral, social cultural and academic values in students

We have also conducts programmes for community orientation like organization of Marathon on "National Integration,Distribution of plants to the students on occasion of environment awareness programme, Electoral awareness programme."

Most of the students are financially so weak that they have no enough money to secure admission in the college. In such case faculty members of the college support them financially to pay admission and examination fees. The students belonging to different religious, racial andcultural identities study together harmoniously.

The college celebrated Republic Day and Independence Day, every year with great enthusiasm and passion also invited talks organized. The eminent person is invited to deliver lecture on national and current issues related to youth and society on republic day. Even the respected persons of the town are invited to attend the republican day.

Conducting International Yoga Day celebration by the Physical Department. Students are more aware and Meditation and yoga bring a positive vibe among the students and if they do it regularly it will help in bringing positive outcomes.

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

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

N.S.S. Unit organize special Camp under the title 'Vishesh Shramsanskar Shibir' for eight day in nearby adopted village aims to develop a sense of moral value and responsibility towards society. In spite of this every day college begins with national anthem. The college organizes an Induction Program for the Staff and Students at the beginning of the Academic Year. The Induction Program caters to introducing the staff and students to their rights and responsibilities.

The oath for cleanliness has been taken by the s teaching, non-teaching and students. The college celebrated Republic Day and Independence Day every year with great enthusiasm and passion also invited talks organized. T

Arranging various social awareness programmes through this scheme we develop awareness in students as well as society. Even the respected persons of the town are invited to attend the republic day.

College was organized one day Competetive Examination and Personality Development Programme"KARMSAD" Collaboration with Karmasad Group Shendurjanaghat.

Our Institute celebrate teacher day on the occasion of birth anniversary of Dr. Sarvepalli Radhakrishnan. Book exhibition displayed on the birthday of Mahatma Gandhi & Dr. S.R. Ranganathan.Celebrating birth anniversary of Sardar Vallabhbhai Patel, National Unity Day i.e. Rashtriya Ekta Diwas..

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

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

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

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

The college celebrated Republic Day and Independence Day, every year with great enthusiasm and passion also invited talks organized.Conducting International Yoga Day celebration by the Physical Department. Students are more aware and Meditation and yoga bring a positive vibe among the students and if they do it regularly it will help in bringing positive outcomes.

The institute makes tremendous efforts in celebrating the national and international days, events and festivals throughout the year. The celebrations and awareness campaigns conducted in the academic year 2020-21 is as follows.

- Blood Donation Camp was organized on 11th jully 2020.
- National POSHAN Maah Programme was organized on 5th September 2020.
- Environment Day is celebrated every year on 5th June.
- September and organized seminar, poster competition for students.
- Wild life conservation week is celebrated every year from 01

to 07 October
- **21st June International Yoga Day is celebrated every year.**
- **15th August Independence Day a grand event is celebrated every year by the college. .**
- **5th September as Teachers' Day.**
- **2nd October -Mahatma Gandhi Birth Anniversary**
- **On 19th February Chatrapati Shivaji Maharaj Jayanti is celebrated**
- **COVID -19 Awareness Programme and Mask Distribution Programme organized on 1st June 2020.**

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

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice No. I

Title : Awareness Programs In Pandemic Situation

In the intense circumstances of Pendamic situation. There for NSS unit of our college to initiative and conduct Pendamic awareness Programme in nearby villages, Satnur and Zatamxiri. In this programme Eminant doctor where invited to guide the people to avoid COVID-19 disease and insist on hygiene life style. In the same programme masks were distributed to the villages of large scale without any cost. In result very few people found Corona positive but large number of people could save themselves from COVID-19. In this practice programme office, NSS volunteers and all staff members of college work with devotion and dedication under the guidance of Honorable principal.

Best Practice No. II

Title : College student responsibility Fund (CSR) Student Welfare activity

Our college has started college student responsibility fund policy as per the direction of Sant Gadge Baba Amravati University, Amravati. College has taken the sanction of this scheme in the second meeting of C.D.C. and try to help economically backward students so that they could not be deprived from the university and competitive examinations and edical help.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	[View File](#)

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

Institutional Distinctiveness

Dr. Shyamaprasad Mukherji Arts College, Shendurjana Ghat is committed to the mission of the mother society "Tamso-Ma-Jyotirgamaya" which means that the darkness of illiteracy which is spread all over the society must be wiped out and try to bring the light of knowledge in the form of education. Dr. Shyamaprasad Mukherji Arts College established on 4th August 1995 and its goal are very clear since its beginning. Those are as follows,

1. To impart education up to graduation and post-graduation to the student's resident of Shendurjana Ghat and surrounding rural and tribal area.
2. To attend ruler and tribal community for social development and to create a sense of social responsibility among Students by the way of education.
3. To introduce course and reinforce existing ones within a frame work of Sant Gadge Baba Amravati University, Amravati.
4. To develop academic and all-round competences among students.
5. To Foster value-based, creative and Critical learning.
6. To provide platform to the students for higher education, self-employment and enable them to complete in various competitive examinations.

All the curricular, co-curricular and extension activities of the institution revolve around its goals and mission.

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

Plan Of Action For The Next Academic Year

- **To promote professional development of the students through – workshops, skill development programs, Seminars, Conferences, projects in line with the changing post pandemic situation.**
- **Planning to established Research Centers for Inter-Disciplinary Studies.**
- **Home Economics Department will Celebrate' World Nutrition Day' similarly 'Group Projects' of girls students will be organised by the Dept. Home Economics.**
- **Celebration of 'International Yoga Day' , ' Intra moral , Similarly students for Kho-Kho, Kabbadi, Volley Ball, Cross Country, Athletics, Taekwondo will be trained for university level Competition .**
- **Opportunities will be given by NSS Unit to the students of Institution to participate in Debate Competition, Quiz Competition Different State and National level Special Camps conducted by various universities and affiliated colleges.**
- **Lecture series "Vyakyanmala"will be organised in the memories of founders members of Janta Education Society by the institution.**
- **Planning to arrange' Sanvidhan Din' , 'Mahaparinirvan Din', ' Voters Awareness Programme' in a next academic session.**
- **Orienting faculty members on Tools Techniques of Virtual Teaching-Learning Process.**
- **Enlargement of College Student Responsibility Fund for needy students.**