

THE NATIONAL EDUCATION SOCIETY'S  
**SMT. SURAJDEVI RAMCHAND MOHATA  
MAHILA MAHAVIDYALAYA  
KHAMGAON. DIST. BULDANA**



NAAC RE-ACCREDITED AT B LEVEL

(Affiliated to S.G.B. Amravati University, Amravati)

**The Annual Quality Assurance Report  
2014-15  
(AQAR)**

**- SUBMITTED BY -  
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# The Annual Quality Assurance Report 2014-15 (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

## Part – A

### 1. Details of the Institution

1.1 Name of the Institution	Smt.Surajdevi Ramchand Mohata Mahila Mahavidyalaya
1.2 Address Line 1	BALAJI PLOTS
Address Line 2	NEAR A.K. NATIONAL HIGH SCHOOL
City/Town	KHAMGAON
State	MAHARASHTRA
Pin Code	444303
Institution e-mail address	srmnes@gmail.com
Contact Nos.	07263-255160(Office), 9881229210
Name of the Head of the Institution	DR. MRS. TRIVENI NARAYAN SONONE
Tel. No. with STD Code:	07263-255160
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Mobile:

9881229210

IQAC e-mail address:

srmm315iqac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

15216

NAAC Executive Committee No & Date

EC/62/RAR/025

1.4 Website address:

www.srmmnes.com

Web-link of the AQAR:

https://www.srmmnes.com/AQAR/SSR

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+	75.10 Institutional Score	2004	2004-2009
2	2 <sup>nd</sup> Cycle	B	2.35	2013	2013-2018
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.6 Date of Establishment of IQAC :DD/MM/YYYY

30/03/2005

1.7 AQAR for the year (for example 2010-11)

2014-2015

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

*AQAR of 2013-2014 submitted to NAAC on 23-07-2015*

i) AQAR 2012-13 submitted to NAAC on 31-03-2014

ii) AQAR 2013-14 submitted to NAAC on 22-07-2015

iii) AQAR \_\_\_\_\_ (DD/MM/YYYY)

iv) AQAR \_\_\_\_\_ (DD/MM/YYYY)

v) AQAR \_\_\_\_\_ (DD/MM/YYYY)

1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution (eg. AICTE, BCI, MCI, PCI, NCI) Yes  No

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

Career Oriented Courses

1.11 Name of the Affiliating University

Sant Gadge Baba Amravati University, Amravati

(for the Colleges)

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes  Any other (Specify)

UGC-COP Programmes

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No.  Faculty

Non-Teaching Staff  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? **Yes**

If yes, mention the amount

Rs.3,00,000/-

2.13 Seminars and Conferences (only quality related)

✓

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.  International  National  State  Institution Level

(ii) Themes

National Level: Music Conference, Theme – Voice Culture. Institutional level: Rangoli & cake making, skill of writing examination paper, workshop on acupuncture therapy.

2.14 Significant Activities and contributions made by IQAC

1. Organised national level music conference.
2. Students achieved excellence in sports activities and received colour coat from the university.
3. Hosted inter collegiate debate, music & cricket tournament (university sponsored).
4. Organised various workshops with special reference to self employment at adopted village.
5. Organised guest lectures, competitions, exhibitions, educational tours.
6. Use of ICT in teaching learning process.
7. Guided the students regarding competitive examinations under Carrier Guidance Cell by arranging visits to industrial firms, lectures and by conducting exams.
8. Publication of papers in conference proceedings and journals
9. Active participation of NSS in national program like pulse polio, voting campaign etc.
10. Organised programme on Gender Sensitisation.
11. Students participation in various inter- collegiate activities like essay, debate.

**Activity under NSS:** Observed International Literacy Drive on International Literacy day. Cleanliness drive on the occasion of Mahatma Gandhi birth anniversary was observed. Apart from this, programme on awareness with respect of casting of vote and Constitutional Day was arranged. World AIDS Day was observed. Birth anniversary of Swami Vivekanand, Maa Jijau and Sant Gadge Baba was observed. Rally was organized for POLIO awareness. International Women's Day was celebrated. Workshop was arranged at adopted village on self employment (bag making).

*\* Attach the Academic Calendar of the year as Annexure*

2.15 Plan of Action by IQAC/Outcome. The plan of action chalked out by the IQAC in the beginning of the year towards quality

Plan of Action	Achievements
To establish study circle of each department.	Study circles were established and various activities were carried out under those study circles.
To organize various workshops.	<ul style="list-style-type: none"> <li>● Department of Eng. organized workshop on Grammar, fund of Rupees 1800/- was raised.</li> <li>● Dept. Of HEC organised Workshop on Rangoli Making and Cake Making.</li> <li>● Dept. of History arranged Workshop on How to write Examination Paper.</li> <li>● A Workshop on Acupressure Therapy was organised by the Dept. Of Phy.Edu.</li> </ul>
To organize programme related to self employment.	Special workshop was organized at adopted village on leather bag making. Students and villagers were benefited.
To motivate students to appear for competitive exams and prepare for the same	<ul style="list-style-type: none"> <li>● A separate section of books is maintained by career guidance cell.</li> <li>● Lectures of experts were organised.</li> <li>● Competitive exams were conducted by Eklavya and Dnyanvardhini Institute.</li> </ul>
To promote faculty development.	Professors underwent orientation & refresher courses.
To organise group discussion on issues related to current topic.	Dept. Of Marathi arranged group discussion on the debatable issue related to place of Marathi Literary Convention at Ghuman, Punjab.
To visit exhibition	Students of Marathi language and literature visited exhibition where "Abhang" (devotional songs) were displayed pictorially.
To include alumni in college activities	<ul style="list-style-type: none"> <li>● Alumni of Marathi Dept. guided students regarding skills of writing essay &amp; techniques of debate.</li> <li>● A speech was organised by dept. of History.</li> </ul>
To provide book bank facility to Students.	Library as well as career guidance cell provides books under the facility of book bank.
To distribute books & uniforms to poor students.	Under the scheme of Savitribai Dattak Palak, books and uniforms were distributed among the students.
To promote research development.	Three professors were awarded the Doctor of philosophy.
To promote research publication.	Research papers were published in journals and conference proceedings.
To use modern teaching aids.	LCD and software of English was used in teaching learning process.
To organize Guest lectures.	Guest lectures were organized.
Feedback Mechanisms.	Feedback from the students, alumni and parents was taken.

To involve stake holders.	<ul style="list-style-type: none"> <li>● Alumni, contributed by giving their services as resource persons, in which they guided students regarding skills required for elocution and debate.</li> <li>● Parents meeting was organized and feedback was collected from them in which, their views regarding improvement of college was sought upon.</li> </ul>
Admission in career oriented courses.	Admission in the courses was ensured.
To achieve excellence in sports, games and cultural events.	Many students won colour coats of university at National level.
Social activities under NSS.	<ul style="list-style-type: none"> <li>● Many social activities like Pulse Polio drive, literacy drive, cleanliness drive, voting awareness etc. were organized.</li> <li>● Observed World AID's Day and Constitutional Day.</li> </ul>
Eco friendly Environment.	Tree plantation and cleanliness drive was observed.
Contribution in curriculum / university representation	<ul style="list-style-type: none"> <li>● Suggestions were given to Board of Studies regarding reforms in the existing curriculum.</li> <li>● Director of Physical Education of our college was appointed as a team manager for Amravati University for all India Inter University Fencing Tournament.</li> </ul>
To organise group discussion	Department of Marathi organised group discussion.
To organise exhibitions	<ul style="list-style-type: none"> <li>● Book exhibition was organised on value education,</li> <li>● Chart exhibition on topics of grammar and literature was organised.</li> <li>● Exhibition on regional embroidery was organised.</li> </ul>
To organise musical programmes	<ul style="list-style-type: none"> <li>● On occasion of Guru Pournima Bhakti Sangeet programme was organised.</li> <li>● Patriotic songs were rendered by students on Independents and Republic Day.</li> <li>● Musical programme was organised at adopted village.</li> </ul>
To plan visits/tours	<ul style="list-style-type: none"> <li>● Students of Marathi Dept. visited Sindkhed Raja, the birthplace of Jijamata and also visited to birth place of Saint Chakradhar Swami.</li> <li>● Students of Economics Dept. visited State Bank of India &amp; Hindustan Lever Co.</li> <li>● Students of English dept. visited Functional English Lab. of G.S. College Khamgaon.</li> </ul>
To Participate in Youth Festival	Students from the Music and Sports Dept. participated in various musical and sports events organised by parent university.



To organise various competitions	Dept. Of Hindi organised the following competitions – <ul style="list-style-type: none"> <li>• Essay writing on “Role of Media in Devolopement of Hindi language”, Self composed poems, Slogan competition on Prakriti (nature). Essay writing competition was organised by Shri. Ramachandra Mission on 'Satyanishtha Hona Manviya Hona Hai.'</li> <li>• Dept. Of Home Economics organised Embroidery competition and book mark competition in collaboration with Inner Wheel Club.</li> </ul>
To host University tournaments.	Hosted inter university cricket tournament.
To abide social responsibilities.	<ul style="list-style-type: none"> <li>• Red Ribbon Club and Disaster Management Cell was installed.</li> <li>• Rally on poling awareness was organised.</li> </ul>
To organise Intra departmental activities.	<ul style="list-style-type: none"> <li>• Devotional songs were rendered by music dept. during NSS camp at adopted village.</li> <li>• Book exhibition by library and Hindi Dept.</li> </ul>
To Achieve excellence in sports.	Sports activity remain commendable, students received colour coat for Kabbaddi from parent University. One student was recipient of silver medal she also represented Maharashtra Team for Kabbaddi. College hosted inter collegiate Cricket Tournament, two students received colour coats. Students represented inter university athletics relay and secured first, second and third position in various invents like Hurdle Race, Relay Race and Hammer Throw. One student received silver medal in inter collegiate boxing tournament organized by parent university.
To arrange guest lectures	<ul style="list-style-type: none"> <li>• Dept. of English invited expert who spoke on communication skills.</li> <li>• Dept. of Economics invited expert who spoke on Devaluation of Rupee.</li> </ul>

2.15 Whether the AQAR was placed in statutory body

Yes

No

Management

Syndicate

any other body

Provide the details of the action taken

**It was unanimously decided to submit AQAR to NAAC Bangalore.**

Part – B

Criterion – I

**1. Curricular Aspects**

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	--	--	--	--
PG	01	--	01	--
UG	02	--	02	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	08	--	--	--
Others	--	--	--	--
<b>Total</b>	<b>11</b>	<b>--</b>	<b>03</b>	<b>08</b>

Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	--
Trimester	--
Annual	04

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
(On all aspects)

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

*\*Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

University revises syllabi after every 5 years; Professors suggest certain recommendations to the members of BOS.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NO

## Criterion - II

### 2. Teaching, Learning and Evaluation

#### 2.1 Total No. Of Permanent Faculty

Total	Asst. Professors	Associate Professors	Professors	Others
16	10	06	0	0

#### 2.2 No. of permanent faculty with Ph.D.

08

#### 2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
--	1	--	--	--	--	--	--	--	1

#### 2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest	Visiting	Temporary
--	--	09 (CHB)

#### 2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	03	07	07
Presented papers	02	06	--
Resource Persons	--	--	01 (UNI)

#### 2.6 Innovative processes adopted by the institution in Teaching and Learning :

Use of LCD, visits, Demonstrations, Seminars and Workshops, Competitions, use of audio visual AIDS in teaching learning.

#### 2.7 Total No. of actual teaching days during this academic year

192 days

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Double Valuation, oral test, provision of MCQ

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

01 Chairman (Badminton Selection Committee of University)	--	--
---	----	----

2.10 Average percentage of attendance of students

**85%**

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	434	1.4	37.05	61.16	3.44	48.55
B.COM.	215	2.57	81.15	15.90	-	46.67
M.A.	05	--	15	75	-	83
FUNCTIONAL ENGLISH (COP)	28	45	50	05	-	71.42
FASHION DESIGN (COP)	20	5	60	15	-	80
LIGHT MUSIC (COP)	40	12.5	75	12.5	-	100
TRAVEL & TOURISM (COP)	40	90	10	-	-	100
AERPBCS (COP)	28	14.28	67	82	-	82.14
BANKING (COP)	40	25	15	25	-	100
E-COMMERCE (COP)	40	72	25	3	-	100

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

- Examination committee conducts unit tests and prelims.
- Professors evaluate papers and suggest improvement to the students.
- Use of modern teaching aids is promoted.
- Feedback from students is sought every now and then.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	03
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	03
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	--
<b>Others (Faculty Development Programme)</b>	<b>01</b>

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	08	--	--	--
Technical Staff	--	--	--	--

## Criterion – III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

As a chairperson of IQAC and being a head of the institution, at the beginning of the academic year encourage staff to pursue minor and major research projects. Similarly, faculties are encouraged for Ph.D. and to publish papers in journals and also to author books and publish articles in books. Faculties are relieved for faculty development programs.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	--
Outlay in Rs. Lakhs	--	--	--	--

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	01		
Outlay in Rs. Lakhs	1,20,000	1,50,000		

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	03	--	-
Non-Peer Review Journals	-	04	-
e-Journals	01	--	
Conference proceedings	01	14	01

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

#### 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--	--	--	-
Minor Projects	2 Yrs.	UGC	1.50 Lakhs	1.11 Lakhs
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects <i>(other than compulsory by the University)</i>		--	--	--
Any other(Specify)	--	--	--	--
<b>Total</b>	<b>--</b>	<b>--</b>	<b>1.50 Lakhs</b>	<b>1.11 Lakhs</b>

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges

Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	--	01	--	--	--
Sponsoring agencies	--	UGC	--	--	--

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations

International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency (UGC)  From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	--
	Granted	--
International	Applied	--
	Granted	--
Commercialised	Applied	--
	Granted	--

3.17 No. of research awards/ recognitions received by faculty and research fellows  
Of the institute in the year

Total	International	National	State	University	Dist	College
--	--	--	01	--	--	--

3.18 No. of faculty from the Institution  
who are Ph. D. Guides  
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
National level  International level



3.23 No. of Awards won in NSS:

University level

Nil

State level

Nil

National level

Nil

International level

Nil

3.24 No. of Awards won in NCC:

University level

Nil

State level

Nil

National level

Nil

International level

Nil

3.25 No. of Extension activities organized

University forum

College forum

03

NCC

NSS

25

Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

**Extension activities:** Workshop on bag making was organised for empowerment of women at adopted village. Sickle cell and haemoglobin detection camp for students was organised. Programme on awareness regarding female feticide, pulse polio, voting, cleanliness was arranged at adopted village. International women's day was observed & gender issues were discussed. Books and uniforms were distributed to poor students through savitribai datak palak scheme. Every year faculties of Home Economics counsel students regarding proper diet after estimating Bodymas index of students. Besides this, Disaster management cell and Red Ribbon Club were formed.

**Institutional practices:** Meetings of rotary club are held in college. Besides this, hall is provided to organization called "Happy Thoughts" to conduct its course. Gymnasium hall is provided to women from the city for exercise. Every year management felicitates meritorious students by cash prize and also felicitate faculties who receive awards, Ph.D etc. This year, institution organised two programs for teachers, one on motivational trainings and the other on demonstration on how to use digital board. College is a district Collection Centre for university examination, where answer books are collected from different colleges. Non teaching staff of our college contributes certain amount monthly, which is utilized for poor students for providing uniform, books etc. Teachers gave their contribution to Maharashtra Talent Search examination as Officers and Senior Supervisors. Collective Surya namaskar were performed by students, teaching and non teaching staff on account of the World Surya Namaskar Day. Every year students organise annual social gathering and Teachers' Day.

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	17121.35 Sq.Ft.	--		17121.35Sq.Ft.
Class rooms	08	--	UGC & Management	08
Laboratories	08	--	Management	08
Seminar Halls	--	--	--	--
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	--	--	--	--
Value of the equipment purchased during the year (Rs. in Lakhs)	4644929	314875	UGC & College Fund	4959804
Others	--	--	--	--

#### 4.2 Computerization of administration and library

The college office is fully Computerized while College library is semi computerized.

#### 4.3 Library services:

	Existing up to 2013-14		Newly added 2014-2015		Total	
	No.	Value	No.	Value	No.	Value
Text Books	1186	308968.00	26	9910.00	1212	318878.00
Reference Books	295	273289.00	18	9484.00	313	282773.00
e-Books	---	-----	----	---	---	----
Journals	15	7186.00	15	11076.00	-	-
e-Journals	----	-----	----	---	----	---
Digital Database	----	---	----	---	---	---
CD & Video	55	3195.00	5	-	60	-
Others Books (specify)	1788	543978.00	301	157860.00	2089	701839.00

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	60	2	60	--	18	05	08	--
Added	06	--	06	--	05	--	01	--
Total	66	2	66	--	23	05	09	--

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Internet access is always available to teachers & students.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	20850
ii) Campus Infrastructure and facilities	46217
iii) Equipments	6250
iv) Others (Furniture repairs)	13401
<b>Total :</b>	<b>86718</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Prospectus of the college mentions about rules & regulations of the college. At the outset of academic year the Principal & HODs make students aware of the various facilities available in the college. We make them aware about the schemes & facilities like - remedial coaching, career guidance cell, students magazine, health care, grievance redressal cell, counseling, book bank & reprography facility, distribution of uniforms to poor students, access to library & computer lab. They are also told that even after the college hours, library and computer lab may be accessed. Guidance to students for preparing for debate, essay, seminars etc. is provided.

#### 5.2 Efforts made by the institution for tracking the progression

Regular observation  
Feedback from students

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
693	07	--	237(COC)

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	
No	%
0	0%

Women	
No	%
700	100%

Last Year 2013-14						This Year 2014-15					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
100	109	16	422	--	647	105	125	18	423	-	671

Demand ratio : **872:700**

Dropout % : **1.89%**

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Under Career Guidance Cell a visit was organized to State Bank Of India and Hindustan Lever Company. SBI Chief was invited for lecture, who spoke on Devaluation of Rupee. Competitive examination was arranged by Eklavya and Dnyanvardhini institute. Separate section of books on competitive examination is maintained for students. Former students also avail the facility offered from carrier guidance cell.

No. of students beneficiaries

100

5.5 No. of students qualified in these examinations

NET  SET/SLET  GATE  CAT   
 IAS/IPS etc  State PSC  UPSC  Others

5.6 Details of student counselling and career guidance

Book Bank Facility, Career guidance workshop, lectures by experts, visit to Bank and Hindustan Lever Co., Competitive exam was organized by Eklavya Dnyanprabodhini Nagpur, Jidnyasa Spardha Pariksha, Jalgaon. Quiz on General Knowledge.

No. of students benefited

100

<i>On campus</i>	<i>Off Campus</i>	<i>On campus</i>	<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
--	--	--	20

5.7 Details of campus placement

5.8 Details of gender sensitization programmes

A play was enacted by students on gender issue, the play was written & directed by HOD of English. International Women's Day was celebrated & experts discussed on gender equality. Being a woman's college majority of programs are based on empowering and developing of female students.

## 5.9 Students Activities

### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	--	--
Financial support from government	523	24,40,192
Financial support from other sources UGC	--	--
Number of students who received International/ National recognitions	--	--

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

### 5.13 Major grievances of students (if any) redressed:

To request to State Transport to improve the frequency of State Transport buses to certain villages as some students face great difficulty for commuting to college.

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

##### **VISION**

To impart quality education from field of Arts and Commerce to train and expertise the students so that they manifest their potential and intrinsic abilities which will help girl students to grow into competent , committed and complete human being with socialistic attitude and desire for achieving National development and Prosperity.

##### **MISSION**

Our mission is to provide strength to arms and mind of girl students from town and peripheral villages who would not only be educated but would be empowered with respect to employment, self employment morality and strengthening of social attitude.

#### 6.2 Does the Institution has a Management Information System

Yes, Administrative procedure including

1. Finance
2. Student admission

#### 6.3 Quality improvement strategies adopted by the institution for each of the following:

##### 6.3.1 Curriculum Development

We, being the affiliated college have no powers to develop curriculum. However, some of our faculty members suggest changes to the member of BOS of the university thereby, contributing significantly to the curriculum development process of their subjects.

##### 6.3.2 Teaching and Learning

- We encourage faculty members to use ICT aids more and more in the teaching.
- Tutorials /Assignment, Group Discussion, visits, seminars, Quiz, lectures by experts, Practical demonstrations help the students to understand the subject better.
- Use of audio visual aids in teaching.
- Unit test prelims, class tests are conducted regularly and feedback is given to students.

### 6.3.3 Examination and Evaluation

Practical examination/orals are conducted as per norms of SGB. Amravati University. Professors perform evaluation work of University & College. Principal & HOD monitor the performance of the students by making an analysis after the prelims examination.

### 6.3.4 Research and Development

- Professors are relieved for workshops /conferences and FIP.
- Encouragement to pursue major /minor projects of UGC.
- Teachers also present their research papers in academic conferences.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- The infrastructure development is approved by LMC.
- Provision of reading room with reprographic facility.
- Provision of computers in library.

### 6.3.6 Human Resource Management

The institution encourages the maximum utilisation of human resource ; at the same time it aims at the holistic development of the human resource. Aanapan (type of meditation) was organised for staff and students. The administrative staff of the college is encouraged for attending meetings and training programs organised by their organisations. Senior accountant of our college was selected as a President of Buldhana district, Non-Teaching Organisation. Faculty members are encouraged to improve their knowledge and expertise by attending academic conferences, trainings etc. Every year festival advance is given to non teaching staff before Diwali festival.

### 6.3.7 Faculty and Staff recruitment

All recruitments are done on merit basis subject to the rules & regulations laid down by the parent University & Govt. of Maharashtra.

### 6.3.8 Industry Interaction / Collaboration

Like every year, this year too many beneficial programmes were conducted in collaboration with international bodies like Inner Wheel Club, Lions Club and Rotary Club. Apart from these organisations this year, programme in collaboration with Tarunai Foundation and Labour Net were organized. District Govt. Hospital gave their services with respect to health. Eklavya and Dnyanvardhini Foundation conducted competitive examination. A visit was arranged to Hindustan Lever Co. Alumni of our college also gave their services as experts. To encourage the idea of collaboration, a lecture to staff was organised on linkages by ex. principal of S V T college, Mumbai.



6.3.9 Admission of Students

Admission process is done as per norms of parent University and Govt. of Maharashtra. Counselling of the students is done before admission.

6.4 Welfare schemes for

Teaching	Sahakaripat Sanstha
Non teaching	Sahakaripat Sanstha.
Students	Savitribai Dattak Palak Scheme were poor students get uniforms & books. The non-teaching staff of the college contributes certain amount each month the amount is utilised for poor students for fees etc.

6.5 Total corpus fund generated

15492=00

6.6 Whether annual financial audit has been done      Yes       No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				
Administrative	Yes	Joint Director	Yes	Chartered Accountant

6.8 Does the University/ Autonomous College declares results within 30 days? Not applicable

For UG Programmes      Yes       No

For PG Programmes      Yes       No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

It is mandatory for Professors to perform valuation work of University Examination. Spot valuation system is followed by university. Faculties follow the same. University declares result within 45 days.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

N.A.

6.11 Activities and support from the Alumni Association

Lectures and speeches of alumni were organised. Alumni meet was conducted where the alumni interacted with each other and certain ideas were shared in the interest of the college. The alumni association is registered.

6.12 Activities and support from the Parent – Teacher Association

- Meetings were conducted.
- Feedback were taken from Parents.
- Parents are requested to pay attention towards the academic and health issues of girls.
- Parents from the adopted village of NSS co operate very generously to camp activities during special residential camp conducted in the village.

6.13 Development programmes for support staff

We regularly extend our support to staff for trainings & workshops.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Tree plantation by NSS.
- Cleanliness drive.
- Plastic free Environment campaign

## Criterion – VII

### 7. Innovations and Best Practices

- 7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Students can access facility of reading room even after college hours this gesture has promoted reading culture. Facility of computer lab is available to every student at any time apart from their regular computer classes, this gesture has promoted computer learning.

- 7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

<b>Action Report</b>
Organised national level conference.
Organized inter collegiate debate and music competition.
Organized workshops on disaster management, Grammar and Music.
Special workshop was organized at adopted village on self employment. Students and villagers were benefited.
College conducted competitive exam, 100 students appeared for exam. Under career guidance cell. Lectures by experts & visits.
Professors underwent orientation & refresher courses.
Camp, Quiz, Competitions, Lecture, Workshops were organized.
Library as well career guidance cell provide book bank facility. Increase in number of books & journals.
Through Savitribai Dattak Palak Scheme Books & Uniforms were distributed.
Research papers were presented & published in journals & conference proceedings.
PPT & use of software for English & use of internet.
Guest lectures were organized .
Various programme on female feticide were organized.
Alumni, Parents meeting were organized.
Feedback from students & alumni & parents were taken.
Various competitions, exhibitions, visits were organised.
Excellence in sports & NSS activities was maintained.
Many students won colour coats of university at National level.
Many social activities having of national importance like Pulse Polio Drive, voting awareness, gender sensitisation were organised.
Tree plantation & cleanliness drive was arranged.
Suggestion to Board of Studies as Member of BOS.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- Poor students are benefited with uniform and books under Savitribai Dattak Palak Scheme.
- Suggestion box for students.
- Observance of Surya Namaskar Day by performing Surya Namaskar by students and staff.
- Book Bank Scheme, best user award from library dept., awards given to meritorious students from professors.
- Award is given to student in memory of late ex. Student for the student who secures first position in B.A final year.
- Active participation of music dept. on Republic day and Independence day by rendering patriotic songs. Rendering of devotional songs on occasion of Guru Pournima.
- As a token of respect, birth anniversaries of various national leaders, educationists and social reformers like, (Tuisidasji, Ranganathanji, Saint Gadgebaba, Gandhiji ) are observed by the college. Students are benefited by the functions of those visionaries.
- Every year student council organises annual social gathering and self govt. (on

7.4 Contribution to environmental awareness / protection

Tree plantation programme. Cleanliness drive, awareness regarding eradication of plastic bags.

7.5 Whether environmental audit was conducted?

Yes

No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

**Strength**

- Enlightened management sensitive towards educational goals for women .
- Centrally located single women college in the town.
- Addition of commerce faculty & COC.
- Computer literacy.

**Weakness**

- Majority of students come from rural areas facing problem of communication and are weak in English language.

**Opportunity**

- Introduction of P.G. courses
- To promote linkages.
- To enhance consultancy activity.

**Threats**

- With upcoming importance of information technology, arts faculty may face problem with respect to admission.

## 8. Plans of institution for next year

1. To avail UGC grants under various schemes.
2. To act vigorously to decrease dropout rate ex. Use of remedial coaching classes / extra class etc.
3. To increase number of books and start e-journals.
4. To promote activity in career guidance cell.
5. To update gymnasium for aerobics.
6. To arrange programs/workshops to motivate teachers. Ex. Personality development/ training regarding use of interactive board ( smart class room).
7. To encourage staff for publications in National and international journals and books.
8. To promote beneficiary programs for support staff like health care, festival advance etc.
9. To increase activity of Alumni.
10. To enhance involvement of stake holders.
11. To improve reading, writing skills of students.
12. To encourage intradepartmental activities.
13. To develop skills of students regarding presenting papers in seminars.
14. To organize inter collegiate activities.
15. To promote and maintain excellence in sports and games.
16. To participate in inter university activities.
17. To host inter collegiate cricket tournament sponsored by parent university.
18. To observe nutrition week and world best feeding week.
19. To automate library.
20. To encourage teacher to participate in national and international level seminars and conferences.
21. To conduct field activity.

Name: *Dr. Mrs. Swati Abhay Chande*

Name: *Dr. Mrs. Triveni Narayanrao Sonone*

\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

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**Annexure-1**

**Part B Criterion I**

Analysis of Feedback from Stakeholders

Following inferences were given regarding syllabus by Alumni.

- English- More grammar should be included in the syllabus.
- English Literature-Short stories and dramas are necessary.
- Marathi- Oral test should be included in for final examination.
- Marathi Literature - Change in autobiography is needed.
- Hindi- Course content is satisfactory.
- Hindi literature- Project work should be included
- Home-Economics- Change required in course content of practical & theory portion.
- Music- Change in course is required.
- History- Recent history should be included in the syllabus.
- Economics- Course content found to be satisfactory.
- Physical Education-All games should be included in the syllabus.
- Library- More, subject wise books should be available to the students.

**Annexure-2**

Feedback from Parents

- Parents suggested that college administration should request S.T. Depot

Manager to increase frequency to certain villages.

## Smt. Surajdevi Ramchand Mohata Mahila Mahavidyalaya, Khamgaon.

NAAC Reaccredited with B Level

Sr. No	First Term		Winter vacations		Second Term		Summer Vacations	
	Commencement	Conclusion	From	To	Commencement	Conclusion	From	To
2	Mon.9 <sup>th</sup> June 2014	Sat 18 <sup>th</sup> Oct. 2014	Mon 20 <sup>th</sup> Oct. 2014	Sat 8 <sup>th</sup> Nov 2014	10 <sup>th</sup> Nov. 2014	25 <sup>th</sup> April. 2014	27 <sup>th</sup> April 2015	13 <sup>th</sup> June 2015

## Academic Calendar 2014- 15

## Public Holidays in the Academic Year 2014 -15

Sr. No	Events	Dates
1	Rakshabandhan	Thu. 2 <sup>nd</sup> Aug. 2014
2	Independence Day	Wed. 15 <sup>th</sup> Aug.2014
3	Pateti The Parshi New Year	Sat 18 <sup>th</sup> Aug 2014
4	Ramzan Id	Mon.20 <sup>th</sup> Aug 2014
5	Ganesh Chaturthi	Wed 19 <sup>th</sup> Sept.2014
6	Gauri Poojan	Sat 22 <sup>nd</sup> September 2014
7	Mahatma Gandhi Birth Anniversary	Tue. 2 <sup>nd</sup> Oct 2014
8	Vijyadashmi	Wed.24 <sup>th</sup> Oct 2014
9	X' mas	Tue.25 <sup>th</sup> Dec.2014
10	Republic Day	Sat.26 <sup>th</sup> Jan 2015
11	Shiv Jayanti	Tue.19 <sup>th</sup> Feb.2015
12	Second Day Of Holi	Wed.27 <sup>th</sup> March 2015
13	Maharashtra Day	Wed.1 <sup>st</sup> May 2015
14	Gudipadwa	Sat. 21 Mar.2015
15	Ramnavmi	Sat.28 Mar.2015
16	Mahaveer Jayanti	Thus.02 April.2015
17	Ambedkar Jayanti	Tue.14 April.2015
18	Akshay Tritiya	Tue.21 April.2015
19	Maharashtra Day	Fri.1 May 2015



**Proposed Activities in the Academic Year 2015 – 16**

- **Social Annual Gathering In the Last week of December**
- **N S S Residential Camp In the First Week of January**
- **Pre Final Examination in the Second Week of February**
- **Alumni Meet**
- **Parents Teachers Meet**

( Dr. Mrs. Triveni N. Sonone )