

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  
2015-16  
(AQAR)**

**- SUBMITTED BY -  
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CO-ORDINATOR (IQAC)  
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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
Mobile:	9422323459
Name of the IQAC Co-ordinator:	DR. MRS. SWATI ABHAY CHANDE

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)

2015-2016

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 2014-15 submitted to NAAC on 09-03-2018

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.

7

University

1

National

State

Institution Level

6

(ii) Themes

**Theme of workshop** : Flower making and cake making workshop was organised by Home Economics Department. Grammar workshop was organised by English Department and self employment workshop on bag making at adopted village was organised by NSS Department.

**Theme of University level workshop** : Self defence workshop, guided by Rupali Darekar DYSP Buldhana District.

**Theme of Seminars** : The status of woman in Indian society organised by English

2.14 Significant Activities and contributions made by IQAC

1. Organised university level workshop on Self Defence.
2. Students achieved excellence in sports activities and were recipients of colour coat.
3. College hosted inter collegiate debate competition, music competition, quiz competition and cricket tournament. (University sponsored)
4. Organised various workshops with special reference to Health of girl students and self employment.
5. Special programmes on enrichment of languages.
6. Organised guest lectures, competitions, exhibitions, visits, tours.
7. Use of ICT in teaching learning.
8. Guidance to students regarding competitive examination under Carrier Guidance Cell by arranging visits lectures and conducting exams.
9. Publication of papers in conference proceedings and journals.
10. Active participation in national programmes of pulse polio.
11. Organised gender sensitisation programme.

**Activity under NSS:**

- Observed International Literacy Day and Drive.
- Distribution of plastic cover to hawkers at ST stand.
- Observed Kranti Din, NSS Foundation Day, International Youth Day, Savitribai Phule Birth anniversary, International Women's day etc.
- Organized Sadbhavna Rally.
- Organized NSS orientation for students by arranging speech by district NSS coordinator.
- Organized Hemoglobin check up camp.
- Speech by expert on occasion of Youth Day i.e. birth anniversary of Swami Vivekananda.
- Active participation in pulse polio drive.
- Garbage cans were distributed to deaf and dumb school and importance of Cleanliness was explained to the students.
- Activities during special camp included : Workshop on Self Employment, lecture on Child Care, speech on Woman Empowerment. Speech was organized on importance of saving group and speech on health and work capacity.

*\* 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 Home Economics organised artificial flower making and cake making workshop.</li><li>● Department of English organized workshop on Grammar, fund of Rupees 1930 /- was raised.</li></ul>
To organise seminars	Seminar was organised by Department of Economics and English.
To organise inter collegiate Debate, Music and Quiz competition	Inter collegiate Debate, Music and Quiz competitions were organised.
To provide book bank facility to Students.	Library as well as Career Guidance Cell provided books under the facility of Book Bank.

To motivate students to appear for competitive exam 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 organised by Eklavya Academy and Jigyasa Academy.</li> </ul>
To organise various competitions	<ul style="list-style-type: none"> <li>● Competition on essay writing, singing, beautiful thought and elocution was organised by Marathi Department.</li> <li>● Competition on knowledge regarding Hindi literature was organised by Hindi Department.</li> <li>● Essay writing competition on Problem of Pollution was organised by English Department.</li> </ul>
To promote intra departmental activities	<ul style="list-style-type: none"> <li>● Library and Hindi department introduced Hindi books to students.</li> <li>● Study tour was organised by History and Economics Department.</li> <li>● Fruits were distributed to patients at General Hospital by NSS and HEC Department.</li> <li>● Haemoglobin detection camp was organised by NSS, Home Economics and Inner wheel club.</li> </ul>
To distribute books and 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 of modern teaching aids.	LCD and software of English was used in teaching learning process.
To organize Guest lecture.	Guest lectures were organized.
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 were sought upon.</li> </ul>
Feedback Mechanisms.	Feedback from students, alumni and parents were taken.
Computer literacy.	Addition of computers.
Admission in career oriented courses.	Admissions in the courses were ensured.
To achieve excellence in sports and games and cultural events.	Many students won Colour Coats of university at National level.



Social activities under NSS.	Major social activities like Pulse Polio drive, literacy drive, cleanliness drive, programme on awareness regarding voting etc. were organized. World AID's Day and Constitutional Day was observed.
Eco friendly Environment.	Tree plantation and cleanliness drive.
Contribution in curriculum / university representation	Suggestion were given to Board of Studies. Director of Physical Education was appointed as a team manager for Amravati University for all India Inter University Fencing Tournament.
To organise group discussion	Department of Marathi organised group discussion.
To organise visits	<ul style="list-style-type: none"> <li>● Visit to Industry and Bank was organised by Department of Economics.</li> <li>● Visit to holy place was organised by Marathi Department.</li> <li>● Visit to Language Laboratory at local college was organised by English Department.</li> </ul>
To organise educational tour	In terms of Carrier Oriented Course, Travel and Tourism, students visited Sindhkhed Raja birth place of Shivaji Maharaja's mother.
To organise various competitions	<ul style="list-style-type: none"> <li>● Easy writing competition was organised by language department,</li> <li>● Picture competition was organised by Hindi Department on Indian culture,</li> <li>● Embroidery and book mark competition was organised by Home Economics Department.</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 Independence and Republic Day.</li> <li>● Musical programme was organised at adopted village.</li> </ul>
To promote faculty development.	Professors underwent orientation and refresher courses.
To motivate students to appear for competitive exam 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 participate in inter collegiate sports activity	<ul style="list-style-type: none"> <li>● Students participated in cross country, relay, yoga, taekwondo, table tennis, boxing and cricket tournaments organised by parent university.</li> </ul>

To improve writing, recitation skills of students and certain programmes to enrich languages	<ul style="list-style-type: none"> <li>● Calligraphy competition of Marathi and poetry recitation competition of Hindi and Marathi poem was organised by language Department.</li> <li>● Question-answer session on Marathi grammar was organised by Marathi Department.</li> <li>● A renowned Marathi film was shown to students and competition of Marathi phrases was organised.</li> </ul>
Participation of alumni	Speech of alumni by English department.
To organise exhibitions	<ul style="list-style-type: none"> <li>● Book exhibition on value education was organised by Hindi Department.</li> <li>● Chart exhibition on topics of grammar and literature by Languages Department.</li> <li>● Exhibition on regional embroidery by Home Economics.</li> </ul>
To achieve excellence in sports	<ul style="list-style-type: none"> <li>● One student was recipient of silver medal in boxing at all India boxing competition.</li> <li>● Student secured first and second position in Inter collegiate athletics relay competition.</li> <li>● One student recipient of colour coat in inter- collegiate kabbaddi and cricket tournament.</li> <li>● One student was selected for senior kabbaddi championship.</li> <li>● One student was selected for Junior National Kabbaddi tournament at Ujjain and one student was selected for national beach kabbaddi tournament at Vishakhapattanam.</li> </ul>
Paper presentation by students	Students of English Department presented papers in seminar.
To organise speeches/lectures of experts	<ul style="list-style-type: none"> <li>● Speeches namely on Human Development and Index, Indian Economy and Banking Sector was organised by Economics Department.</li> <li>● Speech on Modal Auxiliaries was organised by English Department.</li> <li>● Speech on importance of Breast Feeding was organised by Home Economics Department.</li> <li>● Speech by expert on World Marathi Day.</li> <li>● A speech on Information of Internet, Cyber Crime and Computer Virus was organised by library Department.</li> </ul>
To Participate in Youth Festival	Students from Music Department and sports participated in various musical and sports events organised by parent university.
To promote activity in carrier guidance cell	<ul style="list-style-type: none"> <li>● Speech on Personality Development, Indian Economy and Banking Sector was organised by Carrier Guidance Cell.</li> <li>● Competitive exam was conducted by Jigyasa and Eklavya Academy.</li> </ul>
To promote collaborative activity	● Haemoglobin was detected in collaboration with inner

	wheel club. ●Jigyasa and Eklavya Academy for competitive examination. ●Speech by alumni.
To organise special programmes on occasion of Breast Feeding and Nutrition Week	●Essay competition on importance of Breast Feeding. AND ●Haemoglobin was detected of 172 students and free medicines were distributed to students by Department of Home Economics and Inner Wheel Club.
To automate library	Lib software was used for automation of library.
To host University tournaments	Hosted inter university cricket tournament.
To conduct survey	A survey on Financial Position of Industrial Bank of Khamgaon city was conducted by Department of Economics.

2.16 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	09

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

09

#### 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	--	--	--	--	--	--	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	Others
Attended Seminars/	04	06	03	03
Presented papers				
Resource Persons				02(NSS)

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

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

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

186 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

--

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.	511	0.46	26.94	74.46	0.54	42.77
B.COM.	251	13.40	77.92	58.78	-	55.44
M.A.	05	--	16.65	83	-	87.50
FUNCTIONAL ENGLISH (COP)	30	10	43.33	6.66	-	60
FASHION DESIGN (COP)	17	5.88	76.47	17.64	-	100
LIGHT MUSIC (COP)	36	10	80	10	-	100
TRAVEL & TOURISM (COP)	40	80	20	-	-	100
AERPBICS (COP)	40	16.66	32	-	-	40
BANKING (COP)	40	28	52	20	-	100
E-COMMERCE (COP)	40	90	10	-	-	100

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

- Examination committee conducts unit test and prelims.
- Professors evaluate papers and suggest improvement.
- Use of modern teaching aids is promoted.
- Feedback from students is taken at interval.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	01
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	--
Others ( <b>Faculty Development Programme</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, head of the institution at the beginning of the session chair person encourages staff to pursue minor and major research projects, similarly faculties are encouraged for Ph.D. and to publish papers in journals, to author books and publish articles in books. Faculties are relieved for faculty development program. Research committee promotes research culture amongst the faculty.

#### 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	01	03	--
Non-Peer Review Journals	02	02	-
e-Journals			
Conference proceedings	02	05	--

#### 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	<input type="text" value="02"/>	State level	<input type="text" value="Nil"/>
National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="Nil"/>	State level	<input type="text" value="Nil"/>
National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="03"/>
NCC	<input type="text"/>	NSS	<input type="text" value="25"/>
Any other	<input type="text"/>		

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

**Activity under NSS:**

- Observed International Literacy Day and Drive.
- Distributed plastic cover to hawkers at ST stand.
- Observed Kranti Din, NSS Foundation Day, International Youth Day, Savitribai Phule Birth anniversary, International Women's day etc.
- Organized Sadbhavna rally.
- Organized NSS orientation for students by arranging speech by district NSS Coordinator.
- Organized Hemoglobin detection camp.
- Speech by expert on occasion of youth day i.e. birth anniversary of Swami Vivekananda.
- Actively participated in pulse polio drive.
- Garbage cans were distributed to deaf and dumb school and importance of Cleanliness was explained to the students.
- Activities during special camp included : Workshop on self employment, lecture on child care, speech on woman empowerment, importance of saving group and speech on health and work capacity.

**Institutional practices of college includes:**

- Provided college hall on regular basis to rotary club for its activities.
- Provided college hall to institution called Happy Thoughts to conduct its course/programmes.
- Provided aerobic hall to women from the city for exercise.
- Every year management felicitates meritorious students and faculties who receive awards, PhD etc.
- 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 was 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.
- Professors guide for competitive examination to post graduate students and ex Students.
- Ex students can avail facility of library by depositing certain amount.

## 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)	4959804	1253560	UGC & College Fund	6213364
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 2014-15		Newly added 2015-2016		Total	
	No.	Value	No.	Value	No.	Value
Text Books	1212	318878.00	125	27260.00	1337	346138.00
Reference Books	313	282773.00	11	11920.00	324	299693.00
e-Books	---	-----	----	---	---	----
Journals	15	11076.00	15	9976.00	-	-
e-Journals	----	-----	----	---	----	---
Digital Database	----	---	----	---	---	---
CD & Video	60	--	--	--	60	-
Others Books (specify)	2089	701839.00	153	52257.00	2244	754096.00

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	55	2	55	--	23	05	09	--
Added	15	--	--	--	15	--	--	--
Total	70	02	55	--	38	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 and students.

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

i) ICT	127080
ii) Campus Infrastructure and facilities	48464
iii) Equipments	41830
iv) Others (Furniture repairs)	13401
<b>Total :</b>	<b>230775</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 and regulations of the college. At the outset of academic year, the Principal and HODs make students aware of the various facilities available in the college. We make them aware about the schemes and facilities like - remedial coaching, career guidance cell, students magazine, health care, grievance redressal cell, counseling, book bank and reprography facility, distribution of uniforms to poor students, access to library and computer lab. They are also told that, even after the college hours, library and computer lab may be accessed. Students are guided for preparing debate competition, essay competition and seminars.

#### 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
792	06	--	270(COC)

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	
No	%
0	0%

Women	
No	%
798	100%

Last Year 2014-15						This Year 2015-16					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
105	125	18	423	--	671	103	129	17	471	-	720

Demand ratio : **872:798**

Dropout % : **1.44%**

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

Under Career Guidance Cell competitive examination was arranged by Eklavya and Dnyanvardhini institute. A Separate section of books is maintained for competitive examinations. 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

Provision of Book Bank Facility was made available, organized career guidance workshop and lectures by experts. Competitive exam was organized by Eklavya Dnyanprabodhini Nagpur, Jidnyasa Spardha Pariksha, Jalgaon. Quiz regarding General Knowledge.

5.7 Details of campus placement

<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

No. of students benefited

5.8 Details of gender sensitization programmes

International Women's Day was celebrated and on the occasion of it, experts discussed on gender issues. Being a women's college, majority of programmes are conducted contributing to gender sensitivity. University level workshop was organised on self defence. Workshop was also organised on self employment for woman with the intention to strengthen the female gender.



## 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	617	3305695
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
3. Student records
4. Evaluation and examination procedures
5. Research administration
6. Student records
7. Evaluation and examination procedures
8. Research administration

#### 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 in regard of syllabi to the member of BOS of the university. They contribute on their part in bringing about the positive student oriented changes in the syllabi of their respective subjects.

### 6.3.2 Teaching and Learning

- We encourage faculty members to use ICT 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.
- Use of Audio Visual Aids, software's etc.
- 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 and College. Principal and 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/CDC.
- 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 and at the same time it also aims at the holistic development of the human resource. Practice of Anapan is encouraged. Two staff members were relieved for Vipashana course. Non teaching staffs are encouraged for attending meetings and training programmes of their organisations. Faculty members are encouraged to improve their knowledge and expertise by attending academic conferences, trainings etc.

6.3.7 Faculty and Staff recruitment

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

6.3.8 Industry Interaction / Collaboration

On regular basis social organisations like Rotary Club, Inner wheel Club, Lions Club organise various programmes in collaboration with our college. Alumni of our college also gave their services as experts. Programmes, in collaboration with Government Hospital Khamgaon were organised. Tally course was organised in collaboration with Government Polytechnic College Khamgaon. Eklavya and Dnyanvardhini Foundation conducted competitive examination.

6.3.9 Admission of Students

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

6.4 Welfare schemes for

Teaching	Sahakari Pat Sanstha
Non teaching	Sahakari Pat Sanstha.
Students	Poor students are doled with books and uniforms in terms of the Savitribai Dattak Palak Scheme. 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, so that University may declares results 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

Alumni meet was organised, where the alumni interacted with one another and certain ideas were shared in the interest of the college. Speech by alumna was organised by English dept.

6.12 Activities and support from the Parent – Teacher Association

- Meetings are conducted.
- Feedback was taken from Parents.
- Parents were requested to pay attention towards the academic and health issues of their daughters.

6.13 Development programmes for support staff

We regularly extend our support to staff for trainings and 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.

Reading room is open to students who go home late due to unavailability of early conveyance which has provided safety to them and 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 in computer learning process. This year, birth anniversary of late President Dr. Abdul Kalam was observed as "Vachan Purna Din" where the students were encouraged to read various literature of renowned authors, this gesture cultivated interest for reading.

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

Action Report
Organized workshops on flower making, grammar and disaster management.
Special workshop was organized at adopted village on Self Employment. Students and villagers were benefited.
College conducted competitive exam in which 100 students appeared for exam. It was conducted under career guidance cell. Lectures by experts and visits were organised.
Professors underwent orientation and refresher courses.
Camps, Quiz, Competitions, Lectures, were organized.
Library as well career Guidance Cell provide book bank facility. There is Increase in number of books and journals.
Through Savitribai Dattak Palak Scheme, Books and Uniforms were distributed.
Research papers were presented and published in journals and conference proceedings.
PPT and software for English was used for teaching learning.
Guest lectures were organized.
Alumni and Parents meeting were organized.
Feedback from students, alumni and parents were taken.
Various competitions, exhibitions, visits were organised.
Intra departmental activities were carried. Programs to enrich languages were taken.
Inter collegiate activities were promoted.
Excellence in sports and NSS activities was achieved. Library was automated.
Many students won colour coats of university at National level.
Many social activities that have national importance like - Pulse Polio Drive, voting awareness, gender sensitisation were organised.
Tree plantation and cleanliness drive was arranged.
Suggestions were given to the Board of Studies.
Many students won colour coats of university at National level.
Organised tree plantation and cleanliness drive.

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 is placed in the college premises.
- Surya Namaskar Day was observed by performing Surya Namaskar by students and staff.
- Book Bank Scheme is available for poor students who cannot purchase text books, best user award is given to students who take best use of library.
- Cash prizes are given to meritorious students from professors.
- There was an active participation of Music Department on Republic Day and Independence Day by rendering patriotic songs. Besides this, devotional songs were rendered on occasion of Guru Pournima.
- Newspaper clipping service is maintained by department of library. Students and staff are benefited with the service.
- As a mark of respect, and to let to know the students about life of great personalities educationist, literatures, their birth anniversaries and death anniversaries are observed. Ranganathan Jayanti, Saint Gadgebaba Jayanti, Gandhi Jayanti was observed by arranging various programmes. Sadbhavna and Samajik fortnight was celebrated. World Sports Day, Hindi Day, Kranti Din, Samvidhan Day, International Women's Day was observed by conducting various programmes.
- Festival advance is given to support staff during Diwali Festival.

7.4 Contribution to environmental awareness / protection

Tree plantation programme, Cleanliness drive, eradication of plastic bag was organised.

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 and sensitive towards educational goals for women.
- Centrally located single women college in the town.
- Addition of commerce faculty and 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 establish 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 act vigorously to decrease dropout rate, with the help of remedial coaching classes / extra class  
etc.
2. To increase number of books and start e-journals.
3. To promote activity in career guidance cell.
4. To arrange programmes / workshops to motivate teachers. Ex. Personality development/ training regarding use of interactive board ( smart class room).
5. To encourage staff for publications of papers in National, International Journals and to author and edit books.
6. To promote beneficiary programmes for support staff, Like health care, festival advance etc.
7. To increase activity of Alumni.
8. To enhance involvement of stake holders.
9. To improve reading, writing skills of students.
10. To encourage intradepartmental activities.
11. To develop skills of students regarding presenting papers in seminars.
12. To organize inter collegiate activities.
13. To promote and maintain excellence in sports and games.
14. To participate in inter university activities.
15. To host inter collegiate cricket tournament sponsored by parent university.
16. To observe nutrition week and world best feeding week.
17. To encourage teacher to participate in national and international level seminars and conferences.

Name: *Dr. Mrs. Swati Abhay Chande*

Name: *Dr. Mrs. Triveni Narayanrao Sonone*

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

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*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	Maharastra 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 )**