YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution   Shri Pundlik Maharaj Mahavidyalaya Nandura Rly

- Name of the Head of the institution   Dr.D.V.Hande

- Designation   Principal

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   07265-221253

- Mobile No: 7972631643

- Registered e-mail   spmcollegendr@gmail.com

- Alternate e-mail   smita.tarale@gmail.com

- Address   Shri Pundlik Maharaj Mahavidyalalya Nandura Rly

- City/Town   Buldhana

- State/UT   Maharashtra

- Pin Code   443404

2.Institutional status

- Affiliated / Constitution Colleges   Affiliated

- 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.Smita D.Tarale**

- Phone No.   **08380027931**

- Alternate phone No.   **07279221253**

- Mobile   **8380027931**

- IQAC e-mail address   **smita.tarale@gmail.com**

- Alternate e-mail address   **smita.tarale@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://spmnandura.org/pdf/AQAR_2020_2021.pdf

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

- if yes, whether it is uploaded in the Institutional website Web link: https://spmnandura.org/pdf/academic_Calendar_2021_22.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	**B++**	**2.85**	**2023**	**19/05/2023**	**18/05/2028**

6.Date of Establishment of IQAC   **15/04/2013**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**000**

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   `02`

- 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)

`One Day National Workshop on Intellectual Property Rights (30/11/2021) National Workshop on NAAC accreditation and College Libraries (10/7/2020) One Day Workshop on Right Step Towards NAAC Assessment and Accreditation Process (14/07/2021) National Conference on Multidisciplinary Research (NCMR-2021) (09/02/2021)`

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
One Day National Workshop on Intellectual Property Rights (30/11/2021)	Faculties and students make aware about IPR and Research Ethics
National Workshop on NAAC accreditation and College Libraries(10/07/2020)	Through this workshop faculties could understand the importance of College Libraries in NAAC process
One Day Workshop on Right Step Towards NAAC Assessment and Accreditation Process (14/07/2021)	Faculties could understand the process of NAAC Assessment and documentation process
National Conference on Multidisciplinary Research (NCMR 2021) (09/02/2021)	IQAC provided platform for faculties as well as research students to share their research

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

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	**03/08/2023**

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
1.Name of the Institution	Shri Pundlik Maharaj Mahavidyalaya Nandura Rly
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• Designation	Principal
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• Mobile No:	7972631643
• Registered e-mail	spmcollegendr@gmail.com
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• Address	Shri Pundlik Maharaj Mahavidyalalya Nandura Rly
• City/Town	Buldhana
• State/UT	Maharashtra
• Pin Code	443404
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• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid
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• Name of the IQAC Coordinator	**Dr.Smita D.Tarale**
• Phone No.	**08380027931**
• Alternate phone No.	**07279221253**
• Mobile	**8380027931**
• IQAC e-mail address	**smita.tarale@gmail.com**
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website?		
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- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	03/08/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	13/02/2023

15.Multidisciplinary / interdisciplinary

• In order to develop the all-round capacities of the students – intellectual, aesthetic, social, physical, emotional and moral in an integrated manner, the institute is preparing to include multidisciplinary subjects as per the National Educational Policy 2020. • As institute is located in rural region with underdeveloped industrial area and keeping in view the problems faced by the students, the institute is planning to set up short term and vocational courses to make the students equipped, so that they don't need to rely on Government jobs but instead pave a way towards self-employment. • As the institute is preparing itself to have more of multi-disciplinary courses it tries to identify the programme outcomes along with courses outcomes that define the specific knowledge, skills and attitudes of learners. • Institute aims at establishing a cluster with the help of parent society to enrich innovation and research culture.

16.Academic bank of credits (ABC):

As per NEP 2020 "Academic Bank of Credits shall deposit Credits awarded by Registered Higher Education Institutions, for Courses pursued therein, in the Academic Bank Account of the student and the validity of such credits shall be as per norms and guidelines issued by the Commission from time to time." • Institute aware students about the importance of ABC and regarding implementation of academic bank of credits. • Regarding the implementation of Academic Bank of Credits, the institution has initiated the process of Academic Bank of Credit for first year students for enrolment of examinations as per the university guidelines. • The pedagogical approach of the institution is student's centric where the faculties' pedagogical approaches are constructive, inquiry-based, reflective, collaborative and integrative.

17.Skill development:

The affiliating university initiated the implementation of NEP for the UG programme which is consistent with the objectives of NEP of fostering quality and outcome-based education. • Institute is striving hard to adapt various skill based courses and activities and learning modes such as open and distance learning modes and use of the MOOCs. Measures are adopted to enhance the bench skills of the students such as the introduction of the Project work, Summer training programmes, internship and industrial training programmes, etc. • Career-oriented programs/Skill courses like mushroom cultivation and wildlife photography, chromatographic techniques, microbial disease are introduced as add-on and certificate courses at the UG level. • To set up as a centre of excellence offering courses on top demanding skills. The Institute will focus on the courses that encompass Basic Skill building, Sector-Specific training PreEmployment Training and Allied Activities.

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

Teachers are motivated to prepare course material in the regional language and to translate vocational courses and value-added online courses run by the institute into the regional language. • Teachers are encouraged to write scientific articles in the local newspapers and deliver popular science lectures in the regional languages. • The courses will be designed for the promotion and improvement of local skills in the local language.

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

• The institute always focus on outcome based education through conduction of various activities to inculcate the skills such as interpretation, analysis, evaluation and effective leadership. • Institute offers mini projects and internships to students for undertaking product-based research and to further improve their employability and entrepreneurship.

20.Distance education/online education:

• The institute is also preparing itself to offer vocational courses through ODL (Open Distance Learning) mode in due course of time. Keeping in view the convenience of the student. The various technological tools used by the faculties especially during the pandemic are Google Classroom, Zoom, Google, using videos as teaching and learning aids, Group collaboration and interaction and assignment and revision as well as the

assessments have been conducted are some of the institutional efforts towards blended learning

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**15**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**809**

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	**478**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**45**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**23**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**30**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**14**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**3.12**
4.3 Total number of computers on campus for academic purposes	**49**

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 institute is affiliated to Sant Gadge Baba Amravati University, Amravati which offers UG in Science, Humanities and Commerce. The Curriculum is designed by the affiliated university and implemented by the institute. The institute ensures that all the curricular and co-curricular activities are well planned. The institute organizes a meeting of heads to prepare the plan for the upcoming academic year. The academic calendar committee prepares academic calendar and is made available on the institutional website. The timetable committee prepares time table and is circulated among all the teachers and the same are displayed on notice boards. All the departments prepare departmental academic calendar and timetable for smooth conduction of the activities. The heads of all departments conduct departmental meetings to discuss and distribute the syllabi among the teachers. The

distribution is made on the basis of interests and expertise of the teachers.. Institutional committees are constituted to distribute various responsibilities among the teachers.Classroom teaching is being strengthened by activities such as seminars, group discussions, problem solving sessions, study tours etc. The conventional teaching learning is supported with ICT based teaching. The students are encouraged to use the e-contents. All the faculty members maintain an academic diary.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://spmnandura.org/pdf/1.1.1 AQAR.pdf

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

Continuous Internal Evaluation system is implemented to analyze and improve the overall teaching learning processes. The internal assessment is conducted through class tests, assignments, projects, seminars etc.The institute has a Continuous Internal Evaluation (CIE) process, developed in addition to the parent university system of students' assessment. CIE, helps in monitoring the learning abilities as well as adequate dissemination of knowledge in students. The institute prepares an academic calendar according to the parent university's academic calendar. The academic calendar incorporates the tentative schedules for all academic and co-curricular activities such as actual working days, period allotted for teaching learning, unit tests, exams and other co-curricular activities. In the light of institutional academic calendar, all departments prepare their own academic calendars, where activity wise time frames are mentioned and the same is communicated with the students by displaying it on the notice boards. The departments conduct different activities like unit tests, seminars, assignments, to assess the students' progress throughout the year.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://spmnandura.org/pdf/1.1.2 AQAR.pdf

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

1.2 - Academic Flexibility

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

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

00

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)	View File

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

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

09

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

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

415

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

415

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

1.3 - Curriculum Enrichment

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

Being an affiliated institute there are limitations over curriculum designing. However, the institute makes deliberate efforts to enrich the curriculum, so that the cross cutting issues can be imbibed in students. The curriculum prescribed by university has integrated these issues upto some extent. Professional ethics: In order to imbibe professional ethics among students institute organizes several programs such as workshops on IPR, research methodology. Institute has its code of conduct manual which helps students and staff to follow professional ethics. Apart from this, institute organizes seminars, workshops, lectures by eminent persons.Environment and sustainability: The parent university has a compulsory course in 'Environmental Studies' at second year of all programs. Along with this course the institute has an 'Eco Club', one of the best practices of the institute. This club organizes several programs which sensitize the students towards environmental issues.Human Values:

Anniversaries of national heroes are celebrated with activities such as essay competition, elocution competition which may help in imbibing the thoughts of these great leaders in students. Celebration of Constitution Day, Voter's awareness day, integrity day, NSS foundation day, one week NSS camp, wall of humanity program helps to imbibe human values to reform student as a good citizen.

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

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

07

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

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

584

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
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)	View File

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	pmnandura.org/pdf/criterion1/ATR%20on%20feedback%2021-22.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

30

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

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

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

301

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

2.2 - Catering to Student Diversity

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

Active participation of students in the teaching learning process is equally important as that of teachers'. To enhance students' participation as well as interests in this process, we must identify their learning abilities. While catering to a diverse group of students from various socio-economic and educational backgrounds, the institute takes deliberate efforts to identify the students' learning levels. A, 'Students' Aptitude Test' is organised for first year students at the beginning of the session. Lists of slow and advanced learners are prepared from these test results. Additional and independent efforts are taken for slow and advanced learners. The slow learners would be given remedial classes as well as study materials. A separate schedule is prepared for these classes without disturbing the regular academic activities. Advanced learners would be motivated for advancement of their careers such as they would be informed about various entrance examinations, would be provided additional references for widening their understanding of the subject.

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

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

Number of Students	Number of Teachers
809	**23**

File Description	Documents
Any additional information	**View File**

2.3 - Teaching- Learning Process

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

The institute is keen about the overall development of students.All the activities which are conducted in institute are student centric.Various student centric methods are adapted to enhance students' participation and their experiential learning. The activities such as; study tour, group discussions, problem solving session, seminars, projects. Various departments organize quiz competitions which increase the participation of students and it also enhance rational thinking. Conducting seminars is a regular practice of all the departments. The seminars not only increase participation of students but it also motivates them for reading and presentations. Group discussion is one such activity which promotes participative learning and provokes thought process. The students are given projects where they work in groups under the supervision of a teacher. The allotments of these students are done at the beginning of semester. Various departments have departmental study associations which enhance their participative learning experiences. Some departments regularly arrange practical oral sessions to enhance their participative learning.To enhance the students participative learning some departments conducts practical sessions on simulations

File Description	Documents
Upload any additional information	View File
Link for additional information	https://spmnandura.org/pdf/2.3.1_AQAR.pdf

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

Various ICT tools are used by faculty members in regular teaching which enhance learning experience of students. To develop problem solving aptitude in students some departments organize problem solving and brainstorming sessions. Teachers use various ICT enabled tools such aspowerpoints and other tools such as videos, animations for effective teaching. Conducting seminars is a regular practice of all the departments. The seminars not only increase participation of students but it also motivates them for reading and presentations.Seminars are conducted by using powerpoint presentations. The institute has smart classrooms. The e-content developed by teachers is available to students through clouding. This material can be accessed by students 24*7 by visiting institutional website. Different activities such as seminars, various competitions, practical demonstrations, conferences are conducted online using different tools like zoom, google meet etc.Computer terminals are arranged in the library for internet access and academic work for students and staff. Online cataloging isavailable to users through OPAC, in the library. The Library has INFLIBNET subscription through which the students and staff have access to various databases of e books, e-journals. A. E-resource like N-List is available in library through which users can access e-books and journals free of any charges.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://spmnandura.org/pdf/e_content_economics.pdf

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

23	

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

2.4 - Teacher Profile and Quality

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

23	

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

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

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

12	

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

125

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.

The institute assesses students internally by conducting class-tests, home assignments, seminars, presentations, group-discussions and project-assignments. The process of internal assessment along with mark distribution is conveyed to students at the beginning of academic session.For first year students pattern of internal assessment is conveyed to students through student induction programme. Institute has seperate exam grievance committee.Exam grievance committee with the help of departments monitor and maintain the transparency in internal examinations. The results of internal assessment are displayed on notice boards. The teachers discuss the results as well as the answers written with the respective students in case of any doubt or additional clarification. Besides this the students can register a complaint with the internal exam grievance committee by submitting application form which is available in department. The head instruct to resolve the grievances filed by the students and concerned teacher submit action taken report to head of department and it is conveyed to the complainant .The issues raised by the students regarding internal exams are resolved within seven working days after receiving the complaint.

File Description	Documents
Any additional information	View File
Link for additional information	https://spmnandura.org/pdf/2.5.1_AQAR.pdf

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

The institute has seperate Internal exam grievence comittee .The institute assesses students internally by conducting class-tests, home assignments, seminars, presentations, group-discussions and project-assignments. The process of internal assessment along with mark distribution is conveyed to students at the beginning of academic session.For first year students pattern of internal assessment is conveyed to students through student induction programme. Exam grievance committee with the help of departments monitor and maintain the transparency in internal examinations.Besides this the students can register a complaint with the internal exam grievance committee by submitting application form which is available in department.The results of internal assessment are displayed on notice boards. The teachers discuss the results as well as the answers written with the respective students in case of any doubt or additional clarification. The head instruct to resolve the grievances filed by the students and concerned teacher submit action taken report to head of department and it is conveyed to the complainant .The issues raised by the students regarding internal exams are resolved within seven working days after receiving the complaint.

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 institution continuously takes efforts to impart outcome based education to students to inculcate critical thinking, problem solving abilities, experiential learning and participative learning. The importance of learning outcome (PO, PSO and CO) has been accepted by the institute. Being affiliated to Sant Gadge Baba Amravati University, Amravati, the institution follows university syllabi for teaching, learning and evaluation mechanism. Assessment of students is done on the basis of CIE and SEE. CIE has 20% and SEE has 80% weightage. CIE comprises of unit tests, assignments, projects, group discussions, field visit reports etc. The institution framed the learning outcomes for the programs and courses offered by it in tune with the syllabi prescribed for the same parent University for the overall development of the students. Learning outcomes are framed and

finalized by teachers of each courses. The Program, Program Specific and Course Outcomes (PO, PSO and CO) are displayed on the institutional website and are available in respective department. The COs, POs and PSOs are explained to all students at the beginning of their graduation, during student induction program which is conducted every year for first year students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://spmnandura.org/pages/iqac_co_po_pso.php
Upload COs for all courses (exemplars from Glossary)	[View File](#)

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

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File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://spmnandura.org/pages/iqac_co_po_pso.php

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

45

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

2.7 - Student Satisfaction Survey

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

https://spmnandura.org/pdf/SSS_2021_22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
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

5

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

29

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

3.2.2 - 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

18

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

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

The institute believes that along with academic excellence the holistic development of its students are the prime objectives of education. We often motivate our faculty members and students to involve themselves in various extension activities in the neighborhood. The students must be sensitized to the issues in society such as importance of cleanliness and hygiene, water conservation, environment conservation, gender equality. Health and Hygiene Issues: The institute organizes various activities and programs in association with its NSS and YRC, red ribbon club. The society was in need of support during the devastating conditions caused by the Covid-19. The institute was at forefront to help the neighborhood communities. The NSS unit conducted several awareness programs for people with the help of Municipal council at public

places such as banks. Many of our faculty members worked as Covid warrior. Gender Issues: Institute has organized rallies on various occasions such as International Women's Day, beti bachao rally etc. Environmental Issues: The activities like tree plantation, eco-friendly holi celebration, Ecofriendly Ganesh idol making, are organized to sensitize the students towards environment. The institute also organizes the activities like preparation of paper bags, plastic free campus campaign to motivate students for environment conservation. Institute has a vermicompost projectwhich also encourage students to environment friendly agriculture as well as garden and agriculture waste management.

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

2

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - 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

24

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the 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

`1000`

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - 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

`03`

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	**No File Uploaded**

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

11

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.

The institute has undergraduate programs in three faculties namely, Arts, Commerce and Science. There are independent classrooms for each of the classes in all the three faculties. Total 12 well furnished classrooms are available on the campus and dedicated laboratories for each of the courses in science. Five laboratories are available on the campus. Along with classrooms the institute has two smart classrooms. Beside these two smart class room additional four projectors for ICT based teaching learning. A computer center with an adequate bandwidth internet is available for students for browsing and computer work. Free Wi-Fi facility is provided on campus. A power back-up system along with a generator is installed on the campus. Whole campus is under CCTV surveillance (Total 24 camera).The optimum utilization of smart classrooms is ensured by appropriate planning and timetable. An auditorium with audio-visual aids is available for different activities and programs.

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 has adequate facilities for cultural activities, sports, games .An auditorium with with audio-visual facilities is available for different activities and cultural programs. The institute has an open theater for cultural activities. Besides cultural activities the institute also engages its students in different sports facilities. A playground is available for various sports. The students are provided with the sports equipment such as carom, chess. Volleyball, boxing, javelin, discuss throw, shot-put etc. A well-equipped gymnasium is available for students as well as staff. Dedicated grounds for sports like kabaddi, kho-kho, and long jump pit are availableTo ensure the optimum utilization of facilities, A schedule is prepared and displayed for students and staff on notice board and anentry book is maintained. The physical director maintains the issuance and return of sports equipment. Yoga sessions are conducted in the open space available on the campus.

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.

2

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

2

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)

14.49

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 library is partially automated. The Library has SOUL software 3.0 version. SOUL 3.0 software is used for process of Acquisition, Ordering, Cataloguing, and Circulation. Dewey Decimal Classification Scheme is used for the classification of books. In addition to this the Library has OPAC. Students are made aware about all the facilities and processes of library use during the student induction program. Computer terminals are arranged in the library for internet access and academic work for students and staff. Online cataloging is also available to users through OPAC, in the library. The Library has INFLIBNET subscription through which the students and staff have access to various databases of e books, e-journals. A barcode system is used in entering the book information of issue-return. At the beginning of academic year a budget is allocated to library for various expenses such as subscription of e resources and software, purchases of books etc. Besides it, the institute also takes efforts to enrich its library by approaching various government and non-governmental organizations for donations. E-resource like N-List is available in library through which users can access e-books and journals free of any charges.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://spmnandura.org/pages/library_department.php

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

1.38

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

110

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

4.3 - IT Infrastructure

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

The institute has 49 computers. An independent computer lab is available with internet facility. The institute has multiple numbers of projectors. The computers are regularly maintained and upgraded with the advancements in technology. Hardware of computers like RAM, ROM are updated as per requirements. Software like antivirus, operating systems, Microsoft office etc are regularly updated. The campus has a wired as well as Wi-Fi internet facility. Students have access to free Wi-Fi. The internet facility is upgraded to 100 mbps through optic fibers. The software like the operating system, antivirus, are regularly updated. An electricity backup system is available for uninterrupted use of IT facilities. The systems are upgraded as per the requirements through a third party. There are CCTV cameras installed across the campus. Library is partially automated with SOUL 3.0. Institute has subscription to N-LIST which offers free access to various E-resources. Administrative office also regularly upgrades its IT facilities. ERP EMS system is upgraded and is replaced with cloud based ERP CCMS Centralized Campus Management System containing modules viz, One Time Data Conversion, online student services. Institutional website is regularly updated and maintained . An UPS power back is installed for uninterrupted power supply of IT facilities.

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

4.3.2 - Number of Computers

49

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	[View File](#)

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

5.85

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.

The institute take deliberate efforts to provide access of its facilities and infrastructure to every single stakeholder. Institute has a designated committee to monitor the cleanliness and campus beautification.Classrooms, library and laboratory clean on regular basis. The institute has taken care of differently abled people in the campus, ramps, wheelchair and washrooms for disabled have been made available to enhance the accessibility and convenience. The timetable committee designs the central timetable in such a way that every course and academic activity would get the access to classrooms and laboratories according their requirement. The major maintenance work is outsourced. . A clean drinking water facility is available and maintained regularly. Considering the pandemic an automated sanitizer dispenser is installed in main corridor to make it accessible to all. The botanical garden is accessible to students for their practical. The garden is maintained by gardener. A central computer facility

is raised in the institute. Computers with broadband internet facility isprovided to all the students and teaching staff. The computers are regularly maintained by third party. A wire free (wi-fi) internet is made available in the campus to promote maximum use of ICT. Dedicated sports facility with content gymnasium is available on campus for students as well as staff.

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

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

390

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

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

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

0

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)	View File

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

File Description	Documents
Link to institutional website	https://spmnandura.org/pdf/5.1.2.pdf
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

402

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

402

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student	**A. All of the above**

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

7

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

13

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

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

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

0

File Description	Documents
Upload supporting data for the same	[View File](#)
Any additional information	**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.

2

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

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

Students constitute a major stakeholder in institutional growth. The institute ensures the participative and inclusive administration. The students are encouraged to participate in various institutional committees and bodies. .Anti-ragging Committee: The institute has an anti-ragging committee. The committee has representatives from students. The presence of student members in such a committee makes students comfortable to lodge complaints and interact with the committee. Internal Complaint Committee (ICC): The students also have representations in ICC. The ICC is mainly responsible for monitoring the safety of students as well as teachers from any kind of harassment. ICC regularly conducts the meetings where the suggestions and opinions of students are taken into consideration. NSS: The institute has a NSS unit of 150 candidates. This facilitates the representation and exposure to students in various extension and outreach activities. The students themselves under the supervision of NSS program officer organize and lead these activities which help in inculcation of leadership and interpersonal skills in the students. The students also have representation in various administrative bodies of the institute such as College Development Committee (CDC), IQAC. There are student representatives in all the sports and cultural committees.

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

14

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

5.4 - Alumni Engagement

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

Alumni of any institute are its ambassadors to the outer world. Alumni association fosters the relationship between the alumni and present students. It bridges the widening gap between the former students and the institute to keep them in touch with the present growth, development and also the challenges before the institute. The institute has a registered alumni associationand its registration number is MH/180/21. Some alumni are employed in government services. They play an important role in academic and institutional development. Institute conducts Alumni meet. Contribution of Alumni: 1.Some of our alumni have supported the institute by donating books. Another alumnus has contributed in the form of building materials. 2.Some of the alumni who have established businesses support current students by allowing them to visit their industries/businesses. Department of Commerce and Arts students visits to industries set up by our alumni that provides exposure to current students. 3.Some of the alumni help in conducting guidance/training sessions for current students

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	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The institutional governance abides its vision and mission. Development of students as a responsible citizen can be achieved by providing conducive environment. The institute has various policies and practices which allows transparent and progressive governance. Institutional hierarchy offers distribution of duties and responsibilities among all its stakeholders such as management, administrative staff, teaching and non-teaching staff. Policies which encourage people to participate in different operations in institute and a systematic mechanism for decentralization is necessary for improvement and effective delivery. We have a mechanism for giving authority and providing opportunity to all the various departments to work towards decentralized governance system. The institute has an active staff council, the council conducts a meeting of all the faculty members at the beginning of academic year. The institute has several committees for smooth running of academic administration such as, admission committee, scholarship committee, anti-ragging committee, NIRF committee, student induction program committee, library committee. These committees have a structure of, one co-ordinator, members, and student representatives. Parent society, college development committee, principal, IQAC, different internal committees, teachers, non-teaching staff, student representatives and alumni, all are empowered enough to give their inputs and execute their plans within the framework of institutional vision, mission and code of conduct.

File Description	Documents
Paste link for additional information	https://spmnandura.org/pdf/Vision_and_mission_final.pdf
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization

and participative management.

Participative and decentralization in an institute's management helps in nurturing the qualities like leadership, a positive attitude which enhance the work efficiency, effective communication and high morale in its employees. Decentralization has an important role in strategy design, planning and execution of the education system. Policies which encourage people to participate in different operations in the institute and a systematic mechanism for decentralization are necessary for improvement and effective delivery. We have a mechanism for giving authority and providing opportunity to all the various departments to work towards a decentralized governance system.the council conducts a meeting of all the faculty members at the beginning of academic year. The institute has designed several committees for smooth running of academic administration.

Case Study ;

Organization of a National Conference (NCMR-2021) The institute had organized a national conference in 2021. The principal discussed the plan of conference in the staff council meeting and proposed to look for potential collaborators. IQAC chalked down the program and suggested that the Department of Lifelong learning and Extension, SGBAU, Upon acceptance by the department of lifelong learning and extension SGBAU, IQAC constituted various committees as per the choices and expertise of the faculty members. The committees executed the assigned work to make the program successful. This example shows the effective decentralization and participative management. The net outcome of the event management is that more than 100 participants across the nation had participated in the conference and around 63 full length articles were published in a book with ISBN

File Description	Documents
Paste link for additional information	https://spmnandura.org/pdf/ORGANOGRAM_2022_23_new.jpg
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional governance abides its vision and mission.

Development of students as a responsible citizen can be achieved by providing conducive environment. The institute has various policies and practices which allows transparent and progressive governance.Institute has vision and mission of overall development of student by providing conducive environment. Plan for the duration 2016-2021 in which the institution's overall developmental aspects have been taken into account such as infrastructural development, introducing new programs / courses, skill-based/ add-on/ value-added certificate courses, enhancing research activities, providing academic and sports facilities to students, developing ICT enabled / Smart Classrooms, organization of conferences for teachers and non teaching staff, etc. The perspective plan was approved by CDC and was reviewed every year in CDC meetings. IQAC prepared a deployment document and was executed with the help of different committees.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://spmnandura.org/pdf/HR_manual.pdf
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.

Institute is affiliated to Sant Gadge Baba Amravati University, Amravati and follows the guidelines and directions given by the university and parent society. Institute has its own organogram. It shows the hierarchy of duties and responsibilities. The executive body of parent society regulates the overall functioning of the institute through CDC. Principal operates academic and administrative affairs with the help of supporting units, IQAC, heads and other employees. Decentralization of responsibilities and hierarchy enhance the functioning of various institutional bodies. The institutional governance works as per the institutional HR manual. All the committees and bodies in institute follow the HR manual hence there are very less chances of any ambiguity in roles and responsibilities of the stakeholders. Staff recruitment and service conditions: The institute is a grant in aid and affiliated to SGBAU and abides by recruitment and appointment procedures of UGC, State Government and parent university. Promotions: Employees have the opportunity to get promoted to higher positions as per their eligibility. In

case of teaching staff, the guidelines given by parent university and state government's career advancement scheme (CAS) are followed for their promotions. Leaves: Leaves admissible to employees as per the state government and parent university norms can be availed.

File Description	Documents
Paste link for additional information	https://spmnandura.org/pdf/HR_manual.pdf
Link to Organogram of the Institution webpage	https://spmnandura.org/pdf/ORGANOGRAM_2022_23_new.jpg
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	**B. Any 3 of the above**

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

6.3 - Faculty Empowerment Strategies

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

Institution has some welfare measures such as financial support, various leave benefits for teaching and non-teaching staff. Welfare schemes for Teaching Staff There is an employee credit cooperative society which provides a loan of Rs. 3 lakhs for longer period to our employees. Emergency loan of Rs. 20 thousand can be made available to all teaching staff at minimum interest rate. The society also gives a dividend to each member on their shares. There is a group insurance scheme for all employees. The premium is kept minimum for all insured group members and benefits

of the scheme are awarded on his/her retirement. Faculty members get the benefit of all causal leaves, duty leaves, maternity leaves and medicalleaves according to necessities and government norms. Teachers are motivated for research activities by felicitation. Welfare Schemes for Non Teaching Staff There is an employee credit cooperative society which provides a loan of Rs. 3 lakhs for longer period to our employees. Emergency loan of Rs. 20 thousand can be made available to non teaching staff at minimum interest rate. The society also gives a dividend to each member on their shares. There is a group insurance scheme for all employees. The premium is kept minimum for all insured group members and benefits of the scheme are awarded on his/her retirement. Teaching and non-teaching faculty members get the benefit of all Causal leaves, Duty leaves, Medical leaves according to necessities and government norms.

File Description	Documents
Paste link for additional information	https://spmnandura.org/pdf/HR_manual.pdf
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

04

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

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

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

12

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The institute follows the performance based appraisal system given by the parent university. There is a parallel assessment system for teaching and non teaching staff designed by the parent society of the institute. The staff fill the information of their academic

performance in the prescribed format and submit it to the Principal through IQAC. IQAC verifies the information given, maintains the records of teachers' promotions and informs them well in advance of the required steps for CAS and also give recommendations regarding their API.

File Description	Documents
Paste link for additional information	file:///C:/Users/admin/Downloads/__pdf_15_794Part-I-ExtraOrdinaryDirectionNo.17-2019%20(9).pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Internal Audit: Conduction of financial audits, both internal as well as external is a routine practice at the institute. Internal audit is done by checking each bill and vouchers by a team of the college. Every year the Principal constitutes this team, having one member from economics or from commerce. Accountant maintain cashbook, receipts, bills and vouchers. The team verifies all payments, receipts, vouchers of the cash transactions, ledgers and cashbook. External Audit: The institute conducts a financial audit by an authorized external agency. A chartered accountant generates a certificate after reviewing all the bills, vouchers, ledger books, bank account details.

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)

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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

College Development Committee (CDC) and IQAC, monitors the mobilization of funds and makes sure that the funds are spent for the purpose for which they have been allocated. The purchase committeetakes care that purchases are done properly and in accordance with the rules. The quotations are invited from vendors before finalization of purchase orders. Principal, in concern with heads and IQAC allocate the budget to all departments. The CDC takes a review of the mobilization of funds and the utilization of these sources periodically in their meetings. A budget is allocated for minor and major repairs/maintenance works. Regular audits from the chartered accountant are done to ensure the mobilization of the resources is being done properly.The time-table committee looks after the proper utilization of classrooms and laboratories. Institute runs in two shifts for optimal utilization of classrooms, playgrounds and library. The Library Advisory Committee takes care that the resources in the library are utilized optimally. Botanical garden is maintained by the department of Botany. Campus cleanliness and its utilization is monitored by the campus cleanliness and beautification committee. Institute has campus monitoring committee in which responsibilities are allotted for optimum utilization. There is a system for reserving the auditorium in advance for programs to be conducted to avoid overlapping and ensure proper utilization. During Covid-19 pandemic institute was given as centre for Covid patients.

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

6.5 - Internal Quality Assurance System

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

The IQAC takes various steps to enhance and assure the quality education in the institute. Organization of conferences, workshops on IPR, Research Methodology, NAAC initiatives etc. The major initiatives of IQAC are; introduction of certificate courses and use of ICT. Introduction of Certificate Courses: Strategy: Changing trends of the market and increased competition have created a need for skilled manpower. Being an institute in an affiliating system we have less freedom to design curriculum. Hence we have introduced various certificate courses to enhance skills of our students. Process: IQAC has identified certain areas in which the students can be trained. Various courses have been designed by the teachers. These courses are of 30 hours duration. Students are given choices to opt the courses as per their interests. The schedule of these courses are included in the academic calendar. Students enroll for these courses during academic session. At the end of course an examination is conducted and certificates are awarded to successful students. Outcomes: The introduction of certificate courses is helping students to acquire additional skills. Many students found these skills useful in their higher education. These skills have also helped in alleviating confidence in students.

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 IQAC takes various steps to enhance and assure the quality education in the institute. Organization of conferences, workshops on IPR, Research Methodology, NAAC initiatives etc. The major initiatives of IQAC are; introduction of certificate courses and use of ICT. I Use of ICT: Strategy: There are limitations to conventional teaching learning processes. Use of ICT may overcome several shortcomings in traditional chalk-board teaching methods. We are continuously trying to incorporate more and more ICT based teaching methods in our regular teaching-learning processes.

Process: Teachers are provided with internet and computer facilities. They are consistently motivated to use ICT tools for teaching. They are also being motivated to participate in any such professional development programs, so that their skills of e-content development and related pedagogies shall be improved. E-content developed by teachers is available to students on institutional website. Outcomes: This practice has led to enhanced use of ICT by teachers in regular teaching. Teachers are developing e-content in the form of PPTs, videos and e-notes. Students got easy access to these contents. Especially during the Covid pandemic this activity has helped students to study remotely. Teaching learning process has become more interesting and interactive. Students themselves too have learned the methods of e-content development such as ppt presentations in seminars.

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)	**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	https://spmnandura.org/pages/iqac_initiatives.php
Upload e-copies of the accreditations and certifications	[View File](#)
Upload any additional information	**No File Uploaded**
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

To ensure it the institute has requested the Police department for the patrolling and Damini Pathak (Police Squad) visits regularly to the campus which helps to control eve teasing. A discipline committee is active in the institute to ensure the enforcement of code of conduct also, a campus monitoring committee is there to monitor the activities across the campus. Uniform and identity card is compulsory. There are enough CCTV units across the campus. There is a complaint box for students to register their complaints freely. Girls Common room: There is a Girls common room onthe campus and it is well furnished with necessary things like first aid kit, drinking water, hand wash soap, disposal dustbin a sanitary vending machine is installed and maintained by the institute. Promotion of Gender Equity Activities: Various activities to promote gender equity are organized by the institute. The institute also takes steps to encourage girl students. The institute always motivates girl students to participate in various curricular and extra- curricular activities; Also, the institute's NSS unit has equal participation of girl students. The institute has a functional internal complaint committee (ICC) which assures that there are no incidences of any kind of harassment of women. ICC organizes various gender sensitization programs and counseling sessions. Various workshops, health check up camps and awareness sessions are conducted for students.

File Description	Documents
Annual gender sensitization action plan	https://spmnandura.org/pdf/ICC_Activities.pdf
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	Nil

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-	D. Any 1 of the above

based energy conservation Use of LED bulbs/ power efficient equipment

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 institute has developed policies to maintain environment friendly campus. Every year institute conducts quality audits such as energy audit, green audit and environment audit from external agency. The institute has rainwater harvesting plant.Rain water harvesting is done to maximize the water conservation. Also, drip irrigation has been installed in the campus to optimal utilization of water.The liquid wastes especially from laboratories are collected and disposed of with precautions. Soak pits are developed near the washroom areas, so that the wastewater can be soaked back .Solid Waste Management: To keep campus, keep clean, neat and tidy, Dustbins are placed in the college premises, corridors and office. The Institute has proper waste disposal mechanism. Garden and other plant waste is used to compost by vermicomposting. Cleanliness drive to collect solid waste in the campus by NSS. ? E-waste management: E-waste at our college refers to electronic equipment that has gone out of use. Being an institute with traditional programs very less e waste is generated. The cartridges of printers are refilled and reused. The E-waste generated is handed over as scrap.Institute has ecoclub which monitors green intitatives on campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://spmnandura.org/pdf/7.1.2_AQAR.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting | B. Any 3 of the above |

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

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered vehicles** 3. **Pedestrian Friendly pathways** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants**	**B. Any 3 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	[View File](#)

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

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

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

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

The institute believes and operates according to the motto ofparent society, 'Tamso ma Jyotirgamay' means; "may the light of knowledge remove the darkness of ignorance",. The institute always emphasizes an inclusive and participative environment on the campus. A code of conduct has been developed and implemented for

all the stakeholders. It is ensured that there are no
discriminations based upon gender, caste, creed, religion. To
create an environment with social and cultural harmony, the
institute conducts different activities. The activities are
planned well in advance and are included in the institutional
academic calender. The institutional governance follows
inclusiveness in all its operations. All the faculty members and
students are given equal opportunities based upon their interests
and abilities, and not their origin. The institute celebrates
different festivals of all the religions like, Ganesh festival,
Eid, Holi, Buddha Purnima, Christmas etc. Along with these
festivals, the institute is keen to celebrate the occasions such
as International Women's Day, Constitution Day, National Integrity
Day, International Yoga Day which helps in spreading the message
of communal, socioeconomic and cultural harmony among its
stakeholders. A cultural event is organized by the institute to
mark the birth anniversary of the founder president of the
society, Dr. Panjabrao Deshmukh, where all the students are
motivated to participate in sports and cultural activities

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	[View File](#)

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

The institute continuously take efforts to sensitize its employees
and students to the constitutional values, rights, duties and
responsibilities. Different activities are conducted by the
institute to make the employees and students aware about
it.Imbibing the values like gender equity, nationality,
constitutional duties, rights and values is essential for holistic
development of students, institute organizes various commorative
days.Different activities are conducted by the institute to make
the employees and students aware about it. Institute essentially
takes care to create a socially responsible environment with
constitutional awareness. It celebrates various days such as
constitution day, national integrity day, national voter's day,
international women's day, NSS foundation day and organizes
programs like blood donation camp, pulse polio vaccination drive,
health checkup camp. Covid-19 vaccination camp was organized.

Institute celebrates anniversaries of all national heroes, social reformers so that the students and employees would be sensitized to the legacy of their values and thinking's

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
Any other relevant information	[View File](#)

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	B. Any 3 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	[View File](#)
Any other relevant information	[View File](#)

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

The institute continuously takes efforts to sensitize its employees and students to the constitutional values, rights, duties and responsibilities.The institute continuously take efforts to sensitize its employees and students to the constitutional values, rights, duties and responsibilities. Different activities are conducted by the institute to make the

employees and students aware about itmbibing the values like gender equity, nationality, constitutional duties, rights and values is essential for holistic development of students. Different activities are conducted by the institute to make the employees and students aware about it. Institute essentially takes care to create a socially responsible environment with constitutional awareness. It celebrates various days such as constitution day, national integrity day, national voter's day, international women's day, NSS foundation day and organizes programs like blood donation camp, pulse polio vaccination drive, health checkup camp. Covid-19 vaccination camp was organized. Institute celebrates anniversaries of all national heroes, social reformers so that the students and employees would be sensitized to the legacy of their values and thinking's. The institute is being restlessly taking efforts to organize activities like Social Harmony Day, World Water Day, Anti-Tobacco Day, HIV-AIDS awareness, World Environment Day etc

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Empowerment of Economically Challenged Women I. Objectives: • To empower the women from rural area

II. Context: Institute has designed a systematic training program for women. The objective of the activity was achieved by motivating and training the local women for small scale businesses such food processing . Training in these businesses were selected through the discussions and survey of local areas and looking at the availability of resources. III. Practice: Two nearby villages are selected for it. The local women suggested some of the training they are interested in and the institute worked on the suggestions and designed programs for upliftment of the rural women. The female staff of the institute took initiative in these

communications and motivated the women to participate. The experts conducted training lectures and hands-on training in the decided training programs. A practice session was conducted after each demonstration. V. Problems Encountered and Resources Required: The pandemic conditions created many challenges in conduction of such programs. It is challenging to reach out to the large number of population. VI. Evidence: Now a days whenever institute organizes such a women empowerment program more number of women participate in it. Some of women started participating in self-help group.

Practice II has been covered in attached document.

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

Institute's core values are inherited from the thinking's of our founder president Dr. Panjabrao alias Bhausaheb Deshmukh who was insistent of the necessity of education to every unit of society, especially the rural communities must get excellent education to be a part of mainstream. Shri Pundlik Maharaj Mahavidyalaya, Nandura (SPM) was established with this very primary objective of Shri Shivaji Education Society, Amravati, bringing excellent and complete education to the last corner of rural communities. Our commitment to the path shown by our founder is the main strength of our values. We proudly say that SPM is the acronym for, Socially responsible Patriotic Mentors with high moral Core Values: Education for Everyone Morality Excellence Social Responsibility Accountability and Transparency With the above mentioned fortune of wisdom given by our visionary management the institute works in various fields so that the institute may achieve its distinctiveness in the areas of its thrust and priority. Institute's commitment to provide equal opportunity of quality education to the rural students makes it distinct from others. This distinctiveness promotes and helps in inculcating the social harmony in our students as well as teachers. Social responsibility is one of the important core values of the institute. The institute keeps contributing to society through

various social activities. We strongly believe in imbibing social values and civic responsibilities in students along with the modern education.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	[View File](#)

7.3.2 - Plan of action for the next academic year

1. To construct new well furnished Science laboratories.

2. To introduce PG courses in Arts,Commerce and Science.

3.To organise national level conference and workshops.

4.To apply for some reserach grants such as DST,ICSSR.