



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1. Name of the Institution

Shri Pundlik Maharaj
Mahavidyalaya, Nandura

• Name of the Head of the institution

Dr. Alka A. Mankar

• Designation

Incharge Principal

• Does the institution function from its own campus?

Yes

• Phone no./Alternate phone no.

07279221253

• Mobile No:

9011583381

• Registered e-mail

spmcollegendr@gmail.com

• Alternate e-mail

ravibshinde19@gmail.com

• Address

Near New Cotton Market, Buldhana
Rd.

• City/Town

Nandura

• State/UT

Maharashtra

• Pin Code

443404

2. Institutional status

• Type of Institution

Co-education

• Location

Rural

• Financial Status

UGC 2f and 12(B)

- Name of the Affiliating University **Sant Gadge Baba Amravati University, Amravati**
- Name of the IQAC Coordinator **Dr. Smita D. Tarale**
- Phone No. **8380027931**
- Alternate phone No. **07279221253**
- Mobile **8668489049**
- IQAC e-mail address **iqacspm@gmail.com**
- Alternate e-mail address **ravibshinde19@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://spmmandura.org/pdf/AQAR%202019-20.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://spmmandura.org/pdf/academic%20calendar%202021.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C+	62.4	2004	16/09/2004	15/09/2009
Cycle 2	C	1.86	2016	29/03/2016	28/03/2021

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	00

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year 2

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

National Conference on Multidisciplinary Research (NCMR-2021): A national conference in collaboration with Department of Lifelong Learning and Extension, Sant Gadge Baba Amravati University, Amravati was organized by IQAC (09/02/2021). The conference has got responses from all over India and the full length articles were published in souvenir as an ISBN book.

Participation in NIRF: Looking at the importance and usefulness of NIRF participation, the IQAC took initiative to participate in NIRF in both college and overall categories.

Awareness program for teenage girls: IQAC in collaboration with internal complaint committee (ICC), has organized an awareness program for teenage girls from class 7th to 10th, at Shivaji Highschool, Nandura after lockdown (02/02/2021). Objectives of the program were to help girl students to cope up with emotional, mental and physical challenges arise due to Covid pandemic.

Webinar on IPR: A webinar on IPR was organized by IQAC (25/06/2021) to spread the knowledge and importance of IPR.

One Day Workshop on Right Step towards NAAC Assessment and Accreditation process: IQAC organized a one day workshop for teaching and non-teaching staff for processes of assessment (15/07/2021).

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
<p>Student Satisfaction Survey</p>	<p>IQAC has conducted an online student satisfaction survey. The questionnaire was prepared according to NAAC guidelines. The responses of students were analysed and were found useful for the improvements of institutional functioning like administration, academics etc. The summary of survey is made available on the institutional website.</p>
<p>Alumni Association Registration</p>	<p>Considering the significance of alumni association in strengthening bonds between alumni with its alma mater, IQAC initiated and completed the process of Alumni Association registration.</p>
<p>Organization of national conference</p>	<p>A national conference on multidisciplinary research was planned and organized by IQAC (09/02/2021). Over 100 participants from all over the nation had participated. Selected articles are published in peer reviewed book with ISBN.</p>
<p>NIRF participation</p>	<p>The institute for first time participated in NIRF in both college and overall categories.</p>
<p>Workshop on IPR</p>	<p>A workshop was organized to spread information about IPR and its importance in current era. Teachers and students from this institute as well as neighborhood were benefited.</p>
<p>Introduction of Vocational Courses</p>	<p>Two certificate courses and one diploma course sponsored by UGC-NSQF are introduced. The institute has also started some</p>

	certificate courses considering the requirements of students, such as chromatographic Techniques, Medicinal Plants, Microbial Diseases, Communicative English, Semiconductor Devices.
Awareness workshop for Teenage Girls	A workshop on Teenage Girl awareness was organized in Shivaji Haighschool, Nandura, on 02/02/2021. Various sessions on the counselling of girls regarding their emotional, mental and physical health were conducted.
Workshop on hands-on E-documentation and office filing	A hands-on workshop on e-filing and documentation was conducted for non-teaching staff on 15/03/2021.

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

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	06/01/2022

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	Shri Pundlik Maharaj Mahavidyalaya, Nandura
• Name of the Head of the institution	Dr. Alka A. Mankar
• Designation	Incharge Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07279221253
• Mobile No:	9011583381
• Registered e-mail	spmcollegendr@gmail.com
• Alternate e-mail	ravibshinde19@gmail.com
• Address	Near New Cotton Market, Buldhana Rd.
• City/Town	Nandura
• State/UT	Maharashtra
• Pin Code	443404
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Sant Gadge Baba Amravati University, Amravati
• Name of the IQAC Coordinator	Dr. Smita D. Tarale

• Phone No.	8380027931				
• Alternate phone No.	07279221253				
• Mobile	8668489049				
• IQAC e-mail address	iqacspm@gmail.com				
• Alternate e-mail address	ravibshinde19@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://spmmandura.org/pdf/AOAR%202019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://spmmandura.org/pdf/academic%20calendar%202021.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C+	62.4	2004	16/09/2004	15/09/2009
Cycle 2	C	1.86	2016	29/03/2016	28/03/2021
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	00	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			2		
• Were the minutes of IQAC meeting(s)			Yes		

<p>and compliance to the decisions have been uploaded on the institutional website?</p>	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	<p>View File</p>
<p>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</p>	<p>No</p>
<ul style="list-style-type: none"> If yes, mention the amount 	
<p>11. Significant contributions made by IQAC during the current year (maximum five bullets)</p>	
<p>National Conference on Multidisciplinary Research (NCMR-2021): A national conference in collaboration with Department of Lifelong Learning and Extension, Sant Gadge Baba Amravati University, Amravati was organized by IQAC (09/02/2021). The conference has got responses from all over India and the full length articles were published in souvenir as an ISBN book.</p>	
<p>Participation in NIRF: Looking at the importance and usefulness of NIRF participation, the IQAC took initiative to participate in NIRF in both college and overall categories.</p>	
<p>Awareness program for teenage girls: IQAC in collaboration with internal complaint committee (ICC), has organized an awareness program for teenage girls from class 7th to 10th, at Shivaji Highschool, Nandura after lockdown (02/02/2021). Objectives of the program were to help girl students to cope up with emotional, mental and physical challenges arise due to Covid pandemic.</p>	
<p>Webinar on IPR: A webinar on IPR was organized by IQAC (25/06/2021) to spread the knowledge and importance of IPR.</p>	
<p>One Day Workshop on Right Step towards NAAC Assessment and Accreditation process: IQAC organized a one day workshop for teaching and non-teaching staff for processes of assessment (15/07/2021).</p>	
<p>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</p>	

Plan of Action	Achievements/Outcomes
Student Satisfaction Survey	IQAC has conducted an online student satisfaction survey. The questionnaire was prepared according to NAAC guidelines. The responses of students were analysed and were found useful for the improvements of institutional functioning like administration, academics etc. The summary of survey is made available on the institutional website.
Alumni Association Registration	Considering the significance of alumni association in strengthening bonds between alumni with its alma mater, IQAC initiated and completed the process of Alumni Association registration.
Organization of national conference	A national conference on multidisciplinary research was planned and organized by IQAC (09/02/2021). Over 100 participants from all over the nation had participated. Selected articles are published in peer reviewed book with ISBN.
NIRF participation	The institute for first time participated in NIRF in both college and overall categories.
Workshop on IPR	A workshop was organized to spread information about IPR and its importance in current era. Teachers and students from this institute as well as neighborhood were benefited.
Introduction of Vocational Courses	Two certificate courses and one diploma course sponsored by UGC-NSQF are introduced. The institute has also started some

	certificate courses considering the requirements of students, such as chromatographic Techniques, Medicinal Plants, Microbial Diseases, Communicative English, Semiconductor Devices.				
Awareness workshop for Teenage Girls	A workshop on Teenage Girl awareness was organized in Shivaji Haighschool, Nandura, on 02/02/2021. Various sessions on the counselling of girls regarding their emotional, mental and physical health were conducted.				
Workshop on hands-on E-documentation and office filing	A hands-on workshop on e-filing and documentation was conducted for non-teaching staff on 15/03/2021.				
13. Whether the AQAR was placed before statutory body?	Yes				
<ul style="list-style-type: none"> Name of the statutory body 					
<table border="1"> <thead> <tr> <th>Name</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>College Development Committee</td> <td>06/01/2022</td> </tr> </tbody> </table>		Name	Date of meeting(s)	College Development Committee	06/01/2022
Name	Date of meeting(s)				
College Development Committee	06/01/2022				
14. Whether institutional data submitted to AISHE					
<table border="1"> <thead> <tr> <th>Year</th> <th>Date of Submission</th> </tr> </thead> <tbody> <tr> <td>2020-2021</td> <td>04/03/2022</td> </tr> </tbody> </table>		Year	Date of Submission	2020-2021	04/03/2022
Year	Date of Submission				
2020-2021	04/03/2022				
15. Multidisciplinary / interdisciplinary					
16. Academic bank of credits (ABC):					
17. Skill development:					

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
20.Distance education/online education:

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	106
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	908
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	250
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	257

File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	22
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	13
4.2 Total expenditure excluding salary during the year (INR in lakhs)	6.05
4.3 Total number of computers on campus for academic purposes	46

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 organizes a meeting to discuss and plan the upcoming academic year. Various committees are formed and responsibilities are assigned. The concerned committee prepares the academic calendar and tentative curricular and co-curricular plan. The academic calendar is prepared in such a way that the guidelines of

the parent university are followed. A time-table is prepared and displayed on notice boards and all the department heads are instructed to prepare departmental time tables and display it in the departments to make it available to students. Course outcomes and program outcomes are prepared and are made available on the website to ensure the maximum dissemination among all the stakeholders. All the faculty members are given the opportunity to select the course of their choice according to their expertise for teaching. Departmental heads call a meeting for syllabus distribution at the beginning of the academic year. It is ensured throughout the academic year that the classroom teaching is being strengthened by organizing activities such as seminars, group discussions, problem solving sessions. All the faculty members maintain an academic diary with an annual teaching plan, schedule of curricular and co-curricular activities. Continuous Internal Evaluation system is implemented to analyze and improve the overall teaching learning processes. Internal Academic Audit is conducted to assure the smooth and effective functioning of academic activities.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://spmmandura.org/pdf/academic%20calendar%202021.pdf

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

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://spmmandura.org/pdf/academic%20calendar%202021.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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

0

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)

06

File Description	Documents
Any additional information	No File Uploaded
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

262

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

262

File Description	Documents
Any additional information	No File Uploaded
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 a part of the affiliating system the institute has limitations over curriculum designing, however, the curricula of various programs designed by university have advantages of integrating the cross cutting issues related to professional ethics, gender, human values and environment and sustainability issues. The institute has various programs in science, humanities and commerce. The above mentioned values are integral part of the curricula of these programs. These aspects of the curricula are helpful in imbibing the different values in the students, and the institute ensures that these aspects are properly disseminated in

the students during the regular teaching-learning processes.

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

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

04

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	No File Uploaded
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

279

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)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://spmmandura.org/pages/feedback.php

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

480

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

312

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

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	https://forms.gle/gZ9NNKCDCzgeWqhJA
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
908	22

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. Various student centric methods are adapted to enhance students' participation and their experiential learning. The activities such as;

- 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 last semester students would be 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.
- 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.

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

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

The institute has its own learning management system (LMS), which allows teachers to interact with students during online teaching. Teachers use powerpoints and other tools such as videos, animations for effective teaching. The institute has a smart classroom and a media center with facilities like camera, sound systems and projectors. The e-content developed by teachers are 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.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://spmmandura.org/pdf/Media%20center.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

21

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

22

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

11

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

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

2.4.3.1 - Total experience of full-time teachers

166.81

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 students are continuously evaluated for their academic performances. The institute has a 'Continuous Internal Evaluation' (CIE) system along with the semester end examinations conducted by the University. The institute follows certain rules to make the CIE more transparent and robust in terms of mode and frequency.

- The institute prepares an academic calendar and the same is made available on the institutional website. Each department also prepares a detailed departmental academic calendar with the schedule for internal assessment in the beginning of session and is displayed on notice boards.
- Departmental exam committee prepares unit test schedule and mode and share it with students.
- The results of internal assessment are displayed on notice boards and discussed with the students.
- Every department has an internal exam grievance committee, where the students can register their complaints regarding their assessments. This committee resolves the issues in stipulated time and conveys it to students.
- Faculty members maintain the proper records of all the internal assessments undertaken for each class.

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

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

Each department in the institute has an internal exam grievance committee to 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 a complaint form which is available on the institutional website. The head of the concerned department calls a meeting 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 three 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.

Each year the institute prepares and publishes a prospectus where the details of programs offered by the institute are enlisted. The institute has prepared course outcomes (COs), program outcomes (POs) as well as program specific outcomes (PSOs). These documents are available in each department for the teachers. The COs, POs and PSOs are also available on the institutional website. The institute conducts a 'Student Induction Program' for 1st year students at the beginning of academic year where the students are introduced to the programs they have opted for and also the POs and PSOs are explained. Besides this, the teachers discuss the COs in detail with the students during regular class teaching.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://spmmandura.org/pages/igac_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.

The institute is affiliated to SGBAU and follows the norms of assessment of students given by the parent university. The institute is keen to analyze the attainment of COs and POs. The attainment can be assessed by analyzing the results of semester end examinations (SEE) as well as Continuous Internal Evaluation Processes (CIE).

The institute has set various benchmarks to determine the attainment levels. The overall attainment level is based upon the cumulative performances of students in internal as well as external (semester end) examinations. The weightage given to SEE and CIE results is 80:20.

Benchmarks to determine attainment:

Percentage of Total students

Range of Marks (Percentage)

Attainment level

50

>60

Best

>55

Good

<55

Average

<40

Poor

The institute analyzes the results as well as attainments and the outcomes are discussed with the faculty members. Various measures for improvements of teaching-learning processes are suggested to

the teachers, in cases where attainment gaps are found. The stringency in the level of courses where best level is attained are increased to achieve more improvements.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

221

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://spmmandura.org/pdf/SSS-2020-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

00

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

19

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
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

22

File Description	Documents
Any additional information	No File Uploaded
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

5

File Description	Documents
Any additional information	No File Uploaded
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. These activities are conducted through NSS, YRC red ribbon club. Important activities carried out are;

- NSS Foundation Day was celebrated on 24/09/2020, where the students were made aware about their duties for society. A tree plantation and conservation drive was organized on this occasion. A cleanliness drive was also organized in which the faculty members cleaned the campus.

- National Integrity Day was celebrated on 31/10/2020. The program was celebrated to imbibe the importance of integrity in the students. The students were given the National Integrity Day Pledge.
- HIV-AIDS awareness program was conducted on 23/08/2021. The program was carried out to make students aware of the HIV-AIDS. The objective was to make them aware that the AIDS patients should not be abandoned and they too have the right to live, work and get involved in social gatherings.
- No Tobacco Day was celebrated on 31/05/2021. The students should refrain from any kind of tobacco products' consumption. Keeping youth away from drugs and their abuse was another objective of the program. A pledge of no tobacco use was also given to the students.
- World Earth Day and World Environment Day were celebrated on 22/04/2021 and 05/05/2021 respectively. The objectives were to sensitize the students towards environment sustainability. Various problems related to the environment and regulatory measures to protect it were also discussed on this occasion.
- Constitution Day was celebrated on 26/11/2021. This program was organized with the motto of inculcation of nationalism along with values like, liberty, equality and fraternity in students. The program was also aimed at spreading awareness about one's duties and rights.
- International Yoga Day was organized on 21/06/2021. Health is not just limited to the physical state but the mental too. Yoga has been a proven path of healthy body and mind. This was the prime objective behind the declaration of international yoga day by the . The institute is also keen about the health of its students as well as society. This day was celebrated to spread the importance of yoga among the students.

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

00

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

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

10

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

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

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

561

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

3.4 - Collaboration

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

00

File Description	Documents
e-copies of linkage related Document	No File Uploaded
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

06

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. There are independent classrooms for each of the classes in all the three faculties. Total 10 well furnished classrooms are available on the campus. The institute has dedicated laboratories for each of the courses in science. Five laboratories are available on the campus. Along with classrooms the institute has developed smart classrooms. 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 library with separate reading areas for girls, boys and staff is available. The optimum utilization of smart classrooms is ensured by appropriate planning and timetable.

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 an open theater for cultural activities. A well equipped cultural room with few musical instruments is also available for practice. Besides cultural activities the institute also engages its students in different sports facilities. A playground spread over more than three acres of land is available for various sports. The students are provided with the sports equipments such as cricket, carrom, chess, volleyball, table-tennis, 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, long jump-pit are available. A schedule is prepared and displayed for users. An entry 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.

02

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

02

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://spmmandura.org/pdf/smart_classrom.pdf
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)

0.5

File Description	Documents
Upload any additional information	No File Uploaded
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. In addition to this the Library has OPAC. All the records of books are maintained with these softwares. Computer terminals are arranged in the library for internet access and academic work for students and staff. 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.

Sr. no.

Library Service

1

Text books

2

Reference books

3

Newspapers

4

Educational CDs

5

E-journals, E-books

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e- B. Any 3 of the above

books Databases Remote access toe-resources

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)

0.79

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

2320

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The institute has an independent computer center with 21 computers. The institute has multiple numbers of projectors. A smart board is also available in the institute. The computers are

regularly maintained by a third party. The campus has a wired as well as WiFi internet facility with the bandwidth of 75 mbps. The softwares like the operating system, antivirus, is regularly updated. The systems are upgraded as per the requirements. There are CCTV cameras installed across the campus.

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

4.3.2 - Number of Computers

46

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

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

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

0.5

File Description	Documents
Upload any additional information	No File Uploaded
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, which take care of getting the campus, 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 requirements. The logbooks are maintained in the laboratories to streamline the accessibility and usage. The central facility has been developed to increase accessibility and usage of the equipment's. Individual logbooks are maintained to manage the work slots for users. The laboratory equipments are calibrated and maintained on regular interval. The major maintenance work is outsourced. Separate records are maintained for chemicals, glassware. Electric and water fixtures are monitored and maintained regularly. Office and classroom furniture are repaired regularly. Institutional library is partially automated. The SOUL/OPAC software is made available to ease the catalogue access. A separate record is maintained to monitor the entry and exit of readers in the reading room. A library committee is functional in the institute which regularly collects suggestions from all the faculty members and students and prepare a demand list for books and related infrastructure hence systematically enriching the library. 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 is

provided to all the students and teaching staff. The computer facility is monitored by a coordinator. 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. A schedule is prepared and displayed to regulate the number of users at a given time. An entry book is maintained in the gymnasium. The physical director maintains the issuance and return of sports equipment.

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 benefitted by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

432

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefitted 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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

00

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	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

116

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

116

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

11

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

58

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

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.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at 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. Harnessing the young minds and ideas of students is essential for development of an institute. The institute ensures the participative and inclusive administration. The students are encouraged to participate in various institutional committees and bodies.

Institute has various bodies which are constituted with the students of all years of the college.

- **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

06

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The institute has an Alumni Association, however the registration of the Alumni Association is under process. The institute celebrates the Birth Anniversary of its founder president Dr. Panjabrao Deshmukh. The alumni are invited on this occasion for an alumni meet. The current students interact with the alumni. Various guidance sessions of alumni are conducted for the benefit of students. The institute has signed MoU with few of the alumni who are renowned entrepreneurs.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:

To imbibe academic, scientific, physical, and social temperament in rural students to produce responsible citizens striving for nation development.

Mission:

- To provide high quality education through student centric and conducive academic environment.
- To assure an equal education opportunity irrespective of gender, race, religion, cast and creed.
- To empower the students socially and economically through personal growth, creativity, integrity and skill enhancement to serve the nation development.

The institutional governance abides its vision and mission. Development of students as a responsible citizen can be achieved by providing a conducive learning environment. The institute has various policies and practices which allows a transparent and progressive governance. The institutional hierarchy offers distribution of duties and responsibilities among all its

stakeholders such as management, administrative staff and teaching and non-teaching staff. An inclusiveness can be seen in distribution of work and responsibilities. The Principal with the help of other supportive units such as IQAC, Head of the departments, NSS, all committee heads work as per the directives of the governing body and college development committee. The IQAC of the institute bridges the communication between the Principal and all the staff members. A major role played by IQAC is that it observes the smooth functioning of all academic and administrative operations in the institute. IQAC reviews all the activities regularly and gives necessary inputs to the Principal. This review process helps continuous improvements by designing new policies or modify the existing ones. The institute has a staff council which holds meetings regularly to discuss the teaching learning process, feedbacks etc. The IQAC along with the Internal Audit Committee, give suggestions to faculty members for continuous improvements.

The effective leadership has been achieved by an appraisal mechanism which assists in strengthening positive strides and overcoming challenges. The transparent nature in the dynamic processes of decision making, policy framing, knowledge sharing, feedback appraisals and action implementations enhances the governance of the institute. The institute has put certain plans to tune its governance with the institutional vision and mission;

Strategic plans:

- To develop required infrastructure
- To introduce more UG and PG programs
- To motivate faculty members for Ph. D.
- To get research grants from various agencies and groom the research culture
- To motivate students' participation in sports and cultural events

File Description	Documents
Paste link for additional information	https://spmmandura.org/pages/vission_mission.php
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 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 designed 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. All of 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, attendants, 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.

The decentralization and participative management can be seen in one of the events organized by the institute in the academic year.

The institute had organized a national conference in 2021. The conference was proposed by one of the senior members of IQAC.

The principal discussed the plan of conference in the staff council meeting and proposed to look for potential collaborators. The IQAC chalked down the program and suggested that the

Department of Lifelong learning and Extension, SGBAU, could be contacted for the collaboration. Upon acceptance by the department of lifelong learning and extension SGBAU, the IQAC constituted various committees as per the choices and expertise of the faculty members. The committees executed the assigned work to make the program a grand success.

This example shows the effective decentralization and participative management. The duties and responsibilities were distributed among the faculty members. 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	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institute develops a strategic plan for each academic year aligned with its vision and mission. The deployment document is circulated among all the teaching and non-teaching staff. These plannings are done in different areas like academic, administrative and student centric. Effective implemendeployment of these plans is ensured. The Principal, reviews the deployment and directs the related coordinators and incharge teachers.

Area

Strategic plan

Teaching-Learning and Evaluation

- Effective delivery of curriculum
- Enhanced use of ICT based teaching learning
- Development of e-learning resources

- Continuous improvement of students
- Provision for additional learning support to students
- Curriculum enrichment

Participative Management

- Decentralize the academic, administration and student related authorities & responsibilities
- To follow reporting hierarchy
- Prescribe duties, responsibilities and accountability
- Constitution of committees

Internal Quality

Assurance

System

- Strengthening of IQAC and its activities
- Periodic check & guidance for quality improvement
- Annual report preparation & submission
- Feedback analysis and Remedial measures

Students'

development and

participation

- Student's representation in various committee and cell
- Participation in competitions
- Organizing competitions for further development

- Rewards & recognitions for achievers
- Participation in extracurricular activities
- Participating in social and welfare activities

Staff development &

welfare

- Staff performance evaluation system
- Staff Training for quality improvement
- Code of conduct, service rules & leave rules
- Effective Staff welfare policy
- Career advancement schemes
- Rewards and recognitions
- Motivation for seminars, conferences and workshops etc.
- Support for research, consultancy, innovations

Community

Services and

Outreach Activities

- Social activities by NSS
- Extension of expertise for community benefit
- Outreach programs in neighborhood communities

The institute has various strategies to abide its vision. We ensure the effective deployment of these strategies. Various steps are taken for this;

Area

Strategies

Deployment steps

Teaching-Learning and Evaluation

- Effective delivery of curriculum
- Enhanced use of ICT based teaching learning
- Development of e-learning resources
- Continuous improvement of students
- Curriculum enrichment
- Academic calendar is prepared at the beginning of academic year
- Apart from institutional academic calendar every department prepare its own academic calendar in accordance with the central academic calendar
- COs and POs are prepared and are available on institutional website and are communicated with students.
- Academic diaries are maintained by each teacher.
- The teachers are motivated to use ICT tools such as powerpoint presentations.
- Study material is prepared by teachers and provided to students online.
- E-content is developed by teachers and the students can access it by visiting institutional website.
- The students are continuously assessed through unit tests, assignments, seminars throughout the semester and semester end examinations (SEE) and the record is maintained by the departments.
- The institute offers several certificate and value added

courses for students to enhance their skills.

Participative Management

- Decentralize the academic, administration and student related authorities & responsibilities
- To follow reporting hierarchy
- Prescribe duties, responsibilities and accountability
- An organogram is prepared and made available to all the stakeholders
- The institute prepares various committees at the beginning of academic year.
- A HR manual is developed and followed as a reference for various procedures like reporting hierarchy and leave application.
- The assigned responsibilities are explained and reviewed by conducting meetings.

Internal Quality

Assurance

System

- Strengthening of IQAC and its activities
- Periodic check & guidance for quality improvement
- Annual report preparation & submission
- Feedback analysis and Remedial measures
- IQAC prepares an annual plan of its initiatives
- IQAC conducts meetings periodically and ATR is prepared.

- Academic audit is conducted by IQAC.
- IQAC prepares AQAR.
- Feedback is collected and analysed by IQAC and corrective measures are suggested if any.

Students'

development and

participation

- Student's representation in various committee and cell
- Participation in competitions
- Organizing competitions for further development
- Rewards & recognitions for achievers
- Participation in extracurricular activities
- Participating in social and welfare activities
- The adequate representation of students in various institutional committees is ensured.
- Various departments organize different curricular and extra curricular and extension activities and motivate students to participate.
- The institute conducts various social activities through its NSS unit.

Staff development &

welfare

- Staff performance evaluation system
- Staff Training for quality improvement

- Code of conduct, service rules & leave rules
- Effective Staff welfare policy
- Career advancement schemes
- Rewards and recognitions
- Motivation for seminars, conferences and workshops etc.
- Support for research, consultancy, innovations
- PBAS is followed for teachers
- Various webinars and lectures are organized for the staff
- HR manual is prepared and circulated among the faculty members
- The teachers are rewarded for their achievements.
- The institute motivate teachers for their professional development.

Community

Services and

Outreach Activities

- Social activities by NSS
- Extension of expertise for community benefit
- Outreach programs in neighborhood communities
- The NSS unit and other departments of the institute conduct various social and extension activities.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://spmmandura.org/pdf/Strategic%20Plan%20and%20Deployment%20Document%20for%20website-converted.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.

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 the institute follow the HR manual hence there are very less chances of any ambiguity in roles and responsibilities of the stakeholders.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://spmmandura.org/pdf/ORGANOGRAM.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

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institute has various welfare schemes for its employees.

- 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 to all teaching staff can be made available at minimum interest rate.
- The society also gives dividend to each member on their shares.
- There is group insurance scheme for all employees. The premium is kept minimum for all insured group member and benefits of the scheme is awarded on his/her retirement.
- Faculty members get benefit of all Causal leaves, Duty leaves, Medical leaves according to necessities and government norms.
- Teachers are motivated for research activities by rewards in the form of memento and felicitation.

For Non teaching

- 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 to all teaching and non teaching can be made available at minimum interest rate.
- The society also gives dividend to each member on their shares.
- There is group insurance scheme for all employees. The premium is kept minimum for all insured group member and benefits of the scheme is awarded on his/her retirement.

- Teaching and non-teaching faculty members get benefit of all Causal leaves, Duty leaves, Medical leaves according to necessities and government norms.

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

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

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

0

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

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

4

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

52

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The 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. The IQAC also maintains the records of teachers' promotions and informs them well in advance of the required steps for CAS. IQAC also give recommendations regarding their API.

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

6.4 - Financial Management and Resource Mobilization

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

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. The cashier maintains the cashbook, receipt, bills and vouchers. The team verifies all payments, receipts, vouchers of the cash transactions, ledgers and cash book.

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)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Strategies for mobilization of funds

- The CDC and the 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 Committee takes care that purchases are done properly and in accordance with the rules. The quotations are sought from vendors before finalization of purchase orders.
- The College Development Committee takes a review of the mobilization of funds and the utilization of these sources periodically in their meetings.
- Regular internal audits from the Chartered Accountant and external audits from the government makes sure that the mobilization of the resources is being done properly .

Optimal utilization of resources:

- The time-table committee looks after the proper utilization of classrooms and laboratories.
- 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.
- There is a logbook in the smart classrooms, to avoid overlapping and ensure proper utilization.
- The gymnasium has a schedule for students and staff and same is displayed.
- To ensure the optimum utilization of resources, the Principal issues directions.

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. The major strategies in this regard are; Feedback system and Academic Audits.

Feedback system:

- **Strategy:** The IQAC has designed a systematic feedback system to collect the feedback of students on curriculum. There is also a feedback system for collecting students' feedback on teachers. A feedback of teachers on the curriculum has been also developed by the IQAC.
- **Process:** The questionnaires designed by IQAC are shared with the stakeholders. This process is done online as a quality initiative by IQAC. The feedback collected is analyzed and the reports are maintained on the institutional website. The students' feedback on teachers are analyzed and the outcomes are discussed.
- **Outcomes:** The feedback system has led us to know that there is a need for improvements in curriculum. However, being an

affiliated institute we do not have liberty to modify the curriculum but we introduced various certificate courses to enrich the curriculum.

Academic Audit:

The IQAC has developed a system to conduct internal academic audits.

- **Strategy:** IQAC makes sure that the academic activities are being conducted as per the academic calendar. Reviewing the overall academic performance of departments and maintenance of reports.
- **Process:** The committees are formed by the IQAC under the supervision of the Principal. The committees visit individual departments and review the academic activities and prepare a report. The reports are analyzed by IQAC and the principal and the outcomes of report analysis are discussed with the head of respective departments.
- **Outcomes:** This activity has helped the institute to keep a track record of departments' academic activities. It has also helped in planning and effective academic delivery and continuous academic improvements.

File Description	Documents
Paste link for additional information	https://spmmandura.org/pages/feedback.php
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

- **Academic calendar is prepared at the beginning of every academic year. The departments prepare their departmental academic calendars.**

- The head conducts a departmental meeting at the beginning of academic sessions to distribute the syllabus according to the choices and expertise of the teachers.
- The teachers prepare their teaching plans and maintain academic diaries. The teaching plans and COs. POs are communicated with students.
- The students' performances are assessed through continuous internal evaluation (CIE). based on the CIE, the students are counseled by concerned teachers.
- The exam results are displayed on the notice board. The students can register their exam related grievances with the internal grievance committee.
- Along with the regular feedback the head of department collects oral feedback from students.
- The IQAC conducts academic audits at the end of session, the academic audits help in modifying the academic planning for the following year. The records of the audits are maintained by the IQAC.
- The results of university exams are analyzed and the outcomes are discussed in the annual CDC meeting.

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	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institute strives to maintain a gender unbiased and equal opportunity environment on the campus. Various activities to promote gender equity are organized by the institute. The institute also takes steps to encourage girl students.

- The institute has organized a national workshop on, 'Inspiring Change through Women Empowerment' to mark the international women's day celebration.
- The Internal Complaint Committee (ICC) has organized an awareness program especially for teenage girls on 02/02/2021.
- The institute always motivates girl students to participate in various curricular and extra curricular activities; many of the prizes in sports are won by the girls students of the institute. 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 has developed a mechanism for receiving and resolving the students' complaints if any in due period. A complaint box has been installed on the campus and is opened regularly by the ICC. ICC conducts its meetings regularly. ICC organizes various gender sensitization programs and counseling sessions.

- There is a Girls common room on the campus and a sanitary vending machine is installed and maintained by the institute.
- The institute has requested the Police department for the patrolling and Damini Pathak visits regularly to the campus which helps to control eve teasing.
- Fifty percent of the staff of the institute are female, which makes the campus environment girl student friendly and they feel comfortable to share their issues with the staff.
- The institute has a Teacher-Guardian scheme. The teacher guardian gives attention personally to the students allotted to him/her.
- A discipline committee is active in the institute to ensure the enforcement of code of conduct. There are designated uniforms for students. It helps in identifying any external person entering the campus.
- There are enough CCTV units across the campus, which is accessed and monitored by institute administration.
- The institute has an Anti- Ragging committee. The details of the committee are displayed on the campus. The students are made aware of the anti-ragging policy of the institute during their induction program. There are display boards across the campus warning that ragging is strictly prohibited.

File Description	Documents
Annual gender sensitization action plan	https://spmmandura.org/pdf/Annual%20Plan%20for%20Gender%20Sensitization.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	https://spmmandura.org/pdf/Facilities%20for%20Women.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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. The various wastes generated in the campus are processed to minimize the loss to the environment.

- **The solids such as paper waste, plastic wastes are given to local vendors.**
- **Dustbins are placed at various places on the campus.**
- **Other solid wastes such as organic matter collected from gardens are processed by the institute in a vermicomposting unit.**
- **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.**
- **The e-waste collected is given to local vendors.**

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://spmmandura.org/pdf/Waste%20Management%20Facilities.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the

A. Any 4 or all of the above

**following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities**

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.

B. Any 3 of the above

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

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	No File Uploaded

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

The institute believes and operates according to the motto of

parent 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.

Sr no.

Name of Activity

Date

1

National Integrity Day

31/10/2020

2

Constitution Day

26/11/2020

3

NSS foundation day

24/09/2020

4

National Voters' Day

25/01/2021

5

International Women's Day

08/03/2021

6

Guest Lecture on, "Bhartiya Swatantryacha Ladha"

26/03/2021

7

International Yoga Day

26/06/2021

8

Independence Day

15/08/2021

9

Republic Day

26/01/2021

10

Maharashtra Day

01/05/2021

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

A. All of the above

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

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

The institute celebrates all the national and international commemorative days, events and festivals. These events are celebrated with the objectives of imbibe values like, national integrity, constitutional rights, duties and responsibilities in the students as well as staff.

The events such as birth and death anniversaries of national heroes like Mahatma Gandhi, Savitribai Phule, Swami Vivekanad, Jiajamata, Chatrapati Shivaji are celebrated by the institute. These events are well planned and mentioned in the academic calendar at the beginning of the academic year.

Sr no.

Name of Activity

Date

1

National Integrity Day

31/10/2020

2

Constitution Day

26/11/2020

3

NSS foundation day

24/09/2020

4

National Voters' Day

25/01/2021

5

International Women's Day

08/03/2021

6

National Science Day

28/02/2021

7

International Yoga Day

26/06/2021

8

Independence Day

15/08/2021

9

Republic Day

26/01/2021

10

Maharashtra Day

01/05/2021

11

Birth Anniversary of Dr Panjabrao Deshmukh

24/12/2020 to 27/12/2020

12

Earth day

22/04/2021

13

World Environment Day

05/05/2021

14

No Tobacco Day

31/05/2021

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

7.2 - Best Practices

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

Best practice 1.

1. Title: Empowerment of economically challenged women

I. Objectives:

- To empower the women from rural area
- To cater business-oriented training to the rural women to make them self-dependent
- To make them aware of the opportunities and resources available for small scale business development

II. Context: The institute continued its social contribution with the help of its NSS department. The best practice was introduced in the year 2019-2020 and was appreciated by the locals, hence we continued it. The institute has designed a systematic training program for women. The structure of the training program is inspired from different activities of MCED. The objective of the activity was achieved by motivating and training the local women for small scale businesses such as tailoring, food processing like pickles and papads, cake and pastry preparation and beauty parlor. Training in these businesses were selected through the discussions and survey of local areas and looking at the availability of resources.

III. Practice: The Department of Economics conducted a survey in local communities. 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 institute held discussions with experts in different areas from nearby institutes and designed training modules for the women. A wide publicity about the programs was done through circulation of handouts in nearby places. 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. An oral feedback during the training session and a written feedback after completion of sessions were collected from participating women.

IV. Events organized:

- ? Financial awareness program for women
- ? One day seminar in Beauty and personal care

? Live demonstration on cakes and pastry making

? Industrial visit to Anita food industry

V. Problems encountered and resources required:

- The pandemic conditions created many challenges in conduction of such programs.
- People were refrain from one to one interactions.
- It is challenging to reach out to the large number of population.
- Convincing women from rural areas is a difficult task. The family background and priorities create hurdle in motivating them for entrepreneurial activities.
- Making availability of experts is difficult.

VI. Evidence of success:

- A significant number of participants showed interest in starting relevant businesses
- Some of the participants got jobs in local firms

Best Practice 2.

2. Title of Practice: Teacher- students guardian Scheme

I. Objectives: The Institute has adapted Teacher students' guardian scheme as a best practice, its objectives are as follows,

- The major objective of the scheme was to reach out to every student and help them appear for the online examinations during the Covid pandemic.
- To enhance the students' Academic Achievement.
- To enhance aspirations of students and increase their confidence through interactions and conduction of various online activities

- To promote the personal/social development of students
- To develop their personal learning plan for higher education and their career pathway.
- To bridge the gap between teacher and student.

II. Context: Being an institute in a rural area, the students are quite hesitant and need extra encouragement to get acquainted with the new environment and people. The student-guardian activity facilitates the process of easing the students and making them open up with their peers as well as teachers. The support extended by guardian teachers would be of great help to such students to identify their strengths and work upon their weaknesses. This would also be beneficial to students to design their study plans and career goals.

III. Practice: The institute in collaboration with IQAC, designed data sheets of students' responses regarding their hobbies, interests, career choices etc. The datasheets were filled by students. Groups of students are made and allotted to all faculty members. The record is maintained by guardians. In the light of governments' guidelines during Covid pandemic the presence of students on campus was not allowed so the student and guardians had interactions through whatsapp mode, the teacher guardians prepared a whatsapp group, these interactions helped in making students comfortable to share their problems, difficulties with guardians. Being an institute from a rural area, conducting online examinations was challenging. The teacher guardians and examination section worked hand-in-hand to reach out to every student and helped them appear for the exams. There was unawareness among the students regarding various scholarship schemes. The teacher guardian guided and helped them with the procedures.

IV. Evidence of Success:

- Due to this practice healthy relationship is established between student and teacher guardian.
- We could reach to every student for examination and scholarship application through this practice.
- Student participation in curriculum and extra-curricular activities has been increased.

- Students' confidence level boosted up.

V. Problems Encountered and Resources Required:

- Reaching out to every student. Especially because of underdeveloped infrastructure such as interruptions in electricity supply, network issues with the internet in the region.
- Initially this activity takes more time to motivate the students to share their difficulties and problems with teachers and to change their mindset.
- Due to a greater number of admissions, more guardians are required.

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

The institute has been started four decades with a humble and genuine vision given by our founder president and a great social reformist Dr. Panjabrao Deshmukh. The institute is situated in an undeveloped rural part of Vidarbha region in Maharashtra but standing upright firmly with its core values. The institute's commitment to provide equal opportunity of quality education to the rural students makes it distinct from others. Being an institute from a rural area the students admitted to the institute come from rural backgrounds and have poor communication skills. Also, being an institute with traditional programs and situated in a region with underdeveloped industrialization, students' placement is one of the major challenges. Considering the limitations of the traditional curriculum of university and the need and opportunities available locally the institute has introduced vocational courses in automobile, agriculture and food processing so that the students should be able to enter entrepreneurship as well as enhance their employability. Along

with these vocational courses the institute has several certificate, addon and value added courses.

NAAC

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 organizes a meeting to discuss and plan the upcoming academic year. Various committees are formed and responsibilities are assigned. The concerned committee prepares the academic calendar and tentative curricular and co-curricular plan. The academic calendar is prepared in such a way that the guidelines of the parent university are followed. A time-table is prepared and displayed on notice boards and all the department heads are instructed to prepare departmental time tables and display it in the departments to make it available to students. Course outcomes and program outcomes are prepared and are made available on the website to ensure the maximum dissemination among all the stakeholders. All the faculty members are given the opportunity to select the course of their choice according to their expertise for teaching. Departmental heads call a meeting for syllabus distribution at the beginning of the academic year. It is ensured throughout the academic year that the classroom teaching is being strengthened by organizing activities such as seminars, group discussions, problem solving sessions. All the faculty members maintain an academic diary with an annual teaching plan, schedule of curricular and co-curricular activities. Continuous Internal Evaluation system is implemented to analyze and improve the overall teaching learning processes. Internal Academic Audit is conducted to assure the smooth and effective functioning of academic activities.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://spmmandura.org/pdf/academic%20calendar%202021.pdf

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

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://spmmandura.org/pdf/academic%20calendar%202021.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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

0

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)

06

File Description	Documents
Any additional information	No File Uploaded
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

262

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

262

File Description	Documents
Any additional information	No File Uploaded
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 a part of the affiliating system the institute has limitations over curriculum designing, however, the curricula of various programs designed by university have advantages of integrating the cross cutting issues related to professional ethics, gender, human values and environment and sustainability issues. The institute has various programs in science, humanities and commerce. The above mentioned values are integral part of the curricula of these programs. These aspects of the curricula are helpful in imbibing the different values in the students, and the institute ensures that these aspects are properly disseminated in the students during the regular teaching-learning processes.

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

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

04

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	No File Uploaded
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

279

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)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://spmmandura.org/pages/feedback.php

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

480

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

312

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

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	https://forms.gle/gZ9NNKCDCzgeWqhJA
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
908	22

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. Various student centric methods are adapted to enhance students' participation and their experiential learning. The activities such as;

- 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 last semester students would be 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.
- 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.

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

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

The institute has its own learning management system (LMS), which allows teachers to interact with students during online teaching. Teachers use powerpoints and other tools such as videos, animations for effective teaching. The institute has a smart classroom and a media center with facilities like camera, sound systems and projectors. The e-content developed by teachers are 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.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://spmmandura.org/pdf/Media%20center.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

21

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

22

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

11

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

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

2.4.3.1 - Total experience of full-time teachers

166.81	
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 students are continuously evaluated for their academic performances. The institute has a 'Continuous Internal Evaluation' (CIE) system along with the semester end examinations conducted by the University. The institute follows certain rules to make the CIE more transparent and robust in terms of mode and frequency.

- The institute prepares an academic calendar and the same is made available on the institutional website. Each department also prepares a detailed departmental academic calendar with the schedule for internal assessment in the beginning of session and is displayed on notice boards.
- Departmental exam committee prepares unit test schedule and mode and share it with students.
- The results of internal assessment are displayed on notice boards and discussed with the students.
- Every department has an internal exam grievance committee, where the students can register their complaints regarding their assessments. This committee resolves the issues in stipulated time and conveys it to students.
- Faculty members maintain the proper records of all the internal assessments undertaken for each class.

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

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

Each department in the institute has an internal exam grievance committee to 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 a complaint form which is available on the institutional website. The head of the concerned department calls a meeting 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 three 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.

Each year the institute prepares and publishes a prospectus where the details of programs offered by the institute are enlisted. The institute has prepared course outcomes (COs), program outcomes (POs) as well as program specific outcomes (PSOs). These documents are available in each department for the teachers. The COs, POs and PSOs are also available on the institutional website. The institute conducts a 'Student Induction Program' for 1st year students at the beginning of academic year where the students are introduced to the programs they have opted for and also the POs and PSOs are explained.

Besides this, the teachers discuss the COs in detail with the students during regular class teaching.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://spmmandura.org/pages/igac_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.

The institute is affiliated to SGBAU and follows the norms of assessment of students given by the parent university. The institute is keen to analyze the attainment of COs and POs. The attainment can be assessed by analyzing the results of semester end examinations (SEE) as well as Continuous Internal Evaluation Processes (CIE).

The institute has set various benchmarks to determine the attainment levels. The overall attainment level is based upon the cumulative performances of students in internal as well as external (semester end) examinations. The weightage given to SEE and CIE results is 80:20.

Benchmarks to determine attainment:

Percentage of Total students

Range of Marks (Percentage)

Attainment level

50

>60

Best

>55

Good

<55

Average

<40

Poor

The institute analyzes the results as well as attainments and the outcomes are discussed with the faculty members. Various measures for improvements of teaching-learning processes are suggested to the teachers, in cases where attainment gaps are found. The stringency in the level of courses where best level is attained are increased to achieve more improvements.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

221

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution

may design its own questionnaire) (results and details need to be provided as a weblink)

<https://spmmandura.org/pdf/SSS-2020-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

00

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

19

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
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

22

File Description	Documents
Any additional information	No File Uploaded
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

5

File Description	Documents
Any additional information	No File Uploaded
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. These activities are conducted through NSS, YRC red ribbon club. Important activities carried out are;

- NSS Foundation Day was celebrated on 24/09/2020, where the students were made aware about their duties for society. A tree plantation and conservation drive was organized on this occasion. A cleanliness drive was also organized in which the faculty members cleaned the campus.
- National Integrity Day was celebrated on 31/10/2020. The program was celebrated to imbibe the importance of integrity in the students. The students were given the National Integrity Day Pledge.
- HIV-AIDS awareness program was conducted on 23/08/2021. The program was carried out to make students aware of the HIV-AIDS. The objective was to make them aware that the AIDS patients should not be abandoned and they too have the right to live, work and get involved in social gatherings.
- No Tobacco Day was celebrated on 31/05/2021. The students should refrain from any kind of tobacco products' consumption. Keeping youth away from drugs and their abuse was another objective of the program. A pledge of no tobacco use was also given to the students.
- World Earth Day and World Environment Day were celebrated on 22/04/2021 and 05/05/2021 respectively. The objectives were to sensitize the students towards environment sustainability. Various problems related to the environment and regulatory measures to protect it were also discussed on this occasion.
- Constitution Day was celebrated on 26/11/2021. This program was organized with the motto of inculcation of nationalism along with values like, liberty, equality and fraternity in students. The program was also aimed at

spreading awareness about one's duties and rights.

- International Yoga Day was organized on 21/06/2021. Health is not just limited to the physical state but the mental too. Yoga has been a proven path of healthy body and mind. This was the prime objective behind the declaration of international yoga day by the . The institute is also keen about the health of its students as well as society. This day was celebrated to spread the importance of yoga among the students.

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

00

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

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

10

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

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

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

561

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

3.4 - Collaboration

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

00

File Description	Documents
e-copies of linkage related Document	No File Uploaded
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

06

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. There are independent classrooms for each of the classes in all the three faculties. Total 10 well furnished classrooms are available on the campus. The institute has dedicated laboratories for each of the courses in science. Five laboratories are available on the campus. Along with classrooms the institute has developed smart classrooms. 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 library with separate reading areas for girls, boys and staff is available. The optimum utilization of smart classrooms is ensured by appropriate planning and timetable.

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 an open theater for cultural activities. A

well equipped cultural room with few musical instruments is also available for practice. Besides cultural activities the institute also engages its students in different sports facilities. A playground spread over more than three acres of land is available for various sports. The students are provided with the sports equipments such as cricket, carrom, chess, volleyball, table-tennis, boxing, javelin, discuss throw, shot-putetc. A well equipped gymnasium is available for students as well as staff. Dedicated grounds for sports like kabaddi, kho-kho, long jump-pit are available.A schedule is prepared and displayed for users. An entry 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.

02

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

02

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://spmmandura.org/pdf/smart_classrom.pdf
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)

0.5

File Description	Documents
Upload any additional information	No File Uploaded
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. In addition to this the Library has OPAC. All the records of books are maintained with these softwares. Computer terminals are arranged in the library for internet access and academic work for students and staff. 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.

Sr. no.

Library Service

1

Text books

2

Reference books

3

Newspapers

4

Educational CDs

5

E-journals, E-books

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 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)

0.79

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

2320

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The institute has an independent computer center with 21 computers. The institute has multiple numbers of projectors. A smart board is also available in the institute. The computers are regularly maintained by a third party. The campus has a wired as well as WiFi internet facility with the bandwidth of 75 mbps. The softwares like the operating system, antivirus, is regularly updated. The systems are upgraded as per the requirements. There are CCTV cameras installed across the campus.

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

4.3.2 - Number of Computers

46

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

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

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

0.5

File Description	Documents
Upload any additional information	No File Uploaded
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, which take care of getting the campus, 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 requirements. The logbooks are maintained in the laboratories to streamline the accessibility and usage. The central facility has been developed to increase accessibility

and usage of the equipment's. Individual logbooks are maintained to manage the work slots for users. The laboratory equipments are calibrated and maintained on regular interval. The major maintenance work is outsourced. Separate records are maintained for chemicals, glassware. Electric and water fixtures are monitored and maintained regularly. Office and classroom furniture are repaired regularly. Institutional library is partially automated. The SOUL/OPAC software is made available to ease the catalogue access. A separate record is maintained to monitor the entry and exit of readers in the reading room. A library committee is functional in the institute which regularly collects suggestions from all the faculty members and students and prepare a demand list for books and related infrastructure hence systematically enriching the library. 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 is provided to all the students and teaching staff. The computer facility is monitored by a coordinator. 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. A schedule is prepared and displayed to regulate the number of users at a given time. An entry book is maintained in the gymnasium. The physical director maintains the issuance and return of sports equipment.

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

432

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

00

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	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

116

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

116

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

11

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

58

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

government examinations) during the year

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.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at 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. Harnessing the young minds and ideas of students is essential for development of an institute. The institute ensures the participative and inclusive administration. The students are encouraged to participate in various institutional committees and bodies.

Institute has various bodies which are constituted with the students of all years of the college.

- **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

06

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The institute has an Alumni Association, however the registration of the Alumni Association is under process. The institute celebrates the Birth Anniversary of its founder president Dr. Panjabrao Deshmukh. The alumni are invited on this occasion for an alumni meet. The current students interact with the alumni. Various guidance sessions of alumni are conducted for the benefit of students. The institute has signed MoU with few of the alumni who are renowned entrepreneurs.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:

To imbibe academic, scientific, physical, and social temperament in rural students to produce responsible citizens striving for nation development.

Mission:

- To provide high quality education through student centric and conducive academic environment.
- To assure an equal education opportunity irrespective of gender, race, religion, cast and creed.
- To empower the students socially and economically through personal growth, creativity, integrity and skill enhancement to serve the nation development.

The institutional governance abides its vision and mission. Development of students as a responsible citizen can be achieved by providing a conducive learning environment. The institute has various policies and practices which allows a transparent and progressive governance. The institutional hierarchy offers distribution of duties and responsibilities among all its stakeholders such as management, administrative staff and teaching and non-teaching staff. An inclusiveness can be seen in distribution of work and responsibilities. The Principal with the help of other supportive units such as IQAC, Head of the departments, NSS, all committee heads work as per the directives of the governing body and college development committee. The IQAC of the institute bridges the communication between the Principal and all the staff members. A major role played by IQAC is that it observes the smooth functioning of all academic and administrative operations in the institute. IQAC reviews all the activities regularly and gives necessary inputs to the Principal. This review process helps continuous improvements by designing new policies or modify the existing ones. The institute has a staff council which holds meetings regularly to discuss the teaching learning process, feedbacks etc. The IQAC along with the Internal Audit Committee, give suggestions to faculty members for continuous improvements.

The effective leadership has been achieved by an appraisal mechanism which assists in strengthening positive strides and

overcoming challenges. The transparent nature in the dynamic processes of decision making, policy framing, knowledge sharing, feedback appraisals and action implementations enhances the governance of the institute. The institute has put certain plans to tune its governance with the institutional vision and mission;

Strategic plans:

- To develop required infrastructure
- To introduce more UG and PG programs
- To motivate faculty members for Ph. D.
- To get research grants from various agencies and groom the research culture
- To motivate students' participation in sports and cultural events

File Description	Documents
Paste link for additional information	https://spmmandura.org/pages/vission_mission.php
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 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 designed 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. All of 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, attendants, 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.

The decentralization and participative management can be seen in one of the events organized by the institute in the academic year.

The institute had organized a national conference in 2021. The conference was proposed by one of the senior members of IQAC.

The principal discussed the plan of conference in the staff council meeting and proposed to look for potential collaborators. The IQAC chalked down the program and suggested that the Department of Lifelong learning and Extension, SGBAU, could be contacted for the collaboration. Upon acceptance by the department of lifelong learning and extension SGBAU, the IQAC constituted various committees as per the choices and expertise of the faculty members. The committees executed the assigned work to make the program a grand success.

This example shows the effective decentralization and participative management. The duties and responsibilities were distributed among the faculty members. 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	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institute develops a strategic plan for each academic year aligned with its vision and mission. The deployment document is circulated among all the teaching and non-teaching staff. These plannings are done in different areas like academic, administrative and student centric. Effective implemendeployment of these plans is ensured. The Principal, reviews the deployment and directs the related coordinators and incharge teachers.

Area

Strategic plan

Teaching-Learning and Evaluation

- Effective delivery of curriculum
- Enhanced use of ICT based teaching learning
- Development of e-learning resources
- Continuous improvement of students
- Provision for additional learning support to students
- Curriculum enrichment

Participative Management

- Decentralize the academic, administration and student related authorities & responsibilities
- To follow reporting hierarchy

- Prescribe duties, responsibilities and accountability
- Constitution of committees

Internal Quality

Assurance

System

- Strengthening of IQAC and its activities
- Periodic check & guidance for quality improvement
- Annual report preparation & submission
- Feedback analysis and Remedial measures

Students'

development and

participation

- Student's representation in various committee and cell
- Participation in competitions
- Organizing competitions for further development
- Rewards & recognitions for achievers
- Participation in extracurricular activities
- Participating in social and welfare activities

Staff development &

welfare

- Staff performance evaluation system
- Staff Training for quality improvement

- Code of conduct, service rules & leave rules
- Effective Staff welfare policy
- Career advancement schemes
- Rewards and recognitions
- Motivation for seminars, conferences and workshops etc.
- Support for research, consultancy, innovations

Community

Services and

Outreach Activities

- Social activities by NSS
- Extension of expertise for community benefit
- Outreach programs in neighborhood communities

The institute has various strategies to abide its vision. We ensure the effective deployment of these strategies. Various steps are taken for this;

Area

Strategies

Deployment steps

Teaching-Learning and Evaluation

- Effective delivery of curriculum
- Enhanced use of ICT based teaching learning
- Development of e-learning resources

- Continuous improvement of students
- Curriculum enrichment
- Academic calendar is prepared at the beginning of academic year
- Apart from institutional academic calendar every department prepare its own academic calendar in accordance with the central academic calendar
- COs and POs are prepared and are available on institutional website and are communicated with students.
- Academic diaries are maintained by each teacher.
- The teachers are motivated to use ICT tools such as powerpoint presentations.
- Study material is prepared by teachers and provided to students online.
- E-content is developed by teachers and the students can access it by visiting institutional website.
- The students are continuously assessed through unit tests, assignments, seminars throughout the semester and semester end examinations (SEE) and the record is maintained by the departments.
- The institute offers several certificate and value added courses for students to enhance their skills.

Participative Management

- Decentralize the academic, administration and student related authorities & responsibilities
- To follow reporting hierarchy
- Prescribe duties, responsibilities and accountability
- An organogram is prepared and made available to all the

stakeholders

- The institute prepares various committees at the beginning of academic year.
- A HR manual is developed and followed as a reference for various procedures like reporting hierarchy and leave application.
- The assigned responsibilities are explained and reviewed by conducting meetings.

Internal Quality

Assurance

System

- Strengthening of IQAC and its activities
- Periodic check & guidance for quality improvement
- Annual report preparation & submission
- Feedback analysis and Remedial measures
- IQAC prepares an annual plan of its initiatives
- IQAC conducts meetings periodically and ATR is prepared.
- Academic audit is conducted by IQAC.
- IQAC prepares AQAR.
- Feedback is collected and analysed by IQAC and corrective measures are suggested if any.

Students'

development and

participation

- Student's representation in various committee and cell
- Participation in competitions
- Organizing competitions for further development
- Rewards & recognitions for achievers
- Participation in extracurricular activities
- Participating in social and welfare activities
- The adequate representation of students in various institutional committees is ensured.
- Various departments organize different curricular and extra curricular and extension activities and motivate students to participate.
- The institute conducts various social activities through its NSS unit.

Staff development & welfare

- Staff performance evaluation system
- Staff Training for quality improvement
- Code of conduct, service rules & leave rules
- Effective Staff welfare policy
- Career advancement schemes
- Rewards and recognitions
- Motivation for seminars, conferences and workshops etc.
- Support for research, consultancy, innovations
- PBAS is followed for teachers

- Various webinars and lectures are organized for the staff
- HR manual is prepared and circulated among the faculty members
- The teachers are rewarded for their achievements.
- The institute motivate teachers for their professional development.

Community

Services and

Outreach Activities

- Social activities by NSS
- Extension of expertise for community benefit
- Outreach programs in neighborhood communities
- The NSS unit and other departments of the institute conduct various social and extension activities.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://spmmandura.org/pdf/Strategic%20Plan%20and%20Deployment%20Document%20for%20website-converted.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.

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 the institute follow the HR manual hence there are very less chances of any ambiguity in roles and responsibilities of the stakeholders.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://spmmandura.org/pdf/ORGANOGRAM.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

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institute has various welfare schemes for its employees.

- 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 to all teaching staff can be made available at minimum interest rate.
- The society also gives dividend to each member on their shares.

- There is group insurance scheme for all employees. The premium is kept minimum for all insured group member and benefits of the scheme is awarded on his/her retirement.
- Faculty members get benefit of all Causal leaves, Duty leaves, Medical leaves according to necessities and government norms.
- Teachers are motivated for research activities by rewards in the form of memento and felicitation.

For Non teaching

- There is an employee credit cooperative society which provides a loan of Rs. 3 lakhs for longer period to our employees.
- Emergencyloan of Rs. 20 Thousand to all teaching and non teaching can be made available at minimum interest rate.
- The society also gives dividend to each member on their shares.
- There is group insurance scheme for all employees. The premium is kept minimum for all insured group member and benefits of the scheme is awarded on his/her retirement.
- Teaching and non-teaching faculty members get benefit of all Causal leaves, Duty leaves, Medical leaves according to necessities and government norms.

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

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

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

0

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

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

4

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

52

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The 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. The IQAC also maintains the records of teachers' promotions and informs them well in advance of the required steps for CAS. IQAC also give recommendations regarding their API.

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

6.4 - Financial Management and Resource Mobilization

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

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. The cashier maintains the cashbook, receipt, bills and vouchers. The team verifies all payments, receipts, vouchers of the cash transactions, ledgers and cash book.

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)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Strategies for mobilization of funds

- The CDC and the 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 Committee takes care that purchases are done properly and in accordance with the rules. The quotations are sought from vendors before finalization of purchase orders.
- The College Development Committee takes a review of the mobilization of funds and the utilization of these sources periodically in their meetings.
- Regular internal audits from the Chartered Accountant and external audits from the government makes sure that the mobilization of the resources is being done properly .

Optimal utilization of resources:

- The time-table committee looks after the proper utilization of classrooms and laboratories.
- 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 theCampus Cleanliness and Beautification Committee.
- There is a logbook in the smart classrooms, to avoid overlapping and ensure proper utilization.
- The gymnasium has a schedule for students and staff and same is displayed.
- To ensure the optimum utilization of resources, the Principal issues directions.

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. The major strategies in this regard are; Feedback system and Academic Audits.

Feedback system:

- **Strategy:** The IQAC has designed a systematic feedback system to collect the feedback of students on curriculum. There is also a feedback system for collecting students' feedback on teachers. A feedback of teachers on the curriculum has been also developed by the IQAC.
- **Process:** The questionnaires designed by IQAC are shared with the stakeholders. This process is done online as a quality initiative by IQAC. The feedback collected is analyzed and the reports are maintained on the institutional website. The students' feedback on teachers are analyzed and the outcomes are discussed.
- **Outcomes:** The feedback system has led us to know that there is a need for improvements in curriculum. However, being an affiliated institute we do not have liberty to modify the curriculum but we introduced various certificate courses to enrich the curriculum.

Academic Audit:

The IQAC has developed a system to conduct internal academic audits.

- **Strategy:** IQAC makes sure that the academic activities are being conducted as per the academic calendar. Reviewing the overall academic performance of departments and maintenance of reports.
- **Process:** The committees are formed by the IQAC under the supervision of the Principal. The committees visit individual departments and review the academic activities and prepare a report. The reports are analyzed by IQAC and the principal and the outcomes of report analysis are

discussed with the head of respective departments.

- **Outcomes:** This activity has helped the institute to keep a track record of departments' academic activities. It has also helped in planning and effective academic delivery and continuous academic improvements.

File Description	Documents
Paste link for additional information	https://spmmandura.org/pages/feedback.php
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

- Academic calendar is prepared at the beginning of every academic year. The departments prepare their departmental academic calendars.
- The head conducts a departmental meeting at the beginning of academic sessions to distribute the syllabus according to the choices and expertise of the teachers.
- The teachers prepare their teaching plans and maintain academic diaries. The teaching plans and COs. POs are communicated with students.
- The students' performances are assessed through continuous internal evaluation (CIE). based on the CIE, the students are counseled by concerned teachers.
- The exam results are displayed on the notice board. The students can register their exam related grievances with the internal grievance committee.
- Along with the regular feedback the head of department collects oral feedback from students.

- The IQAC conducts academic audits at the end of session, the academic audits help in modifying the academic planning for the following year. The records of the audits are maintained by the IQAC.
- The results of university exams are analyzed and the outcomes are discussed in the annual CDC meeting.

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	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institute strives to maintain a gender unbiased and equal opportunity environment on the campus. Various activities to promote gender equity are organized by the institute. The institute also takes steps to encourage girl students.

- The institute has organized a national workshop on, 'Inspiring Change through Women Empowerment' to mark the international women's day celebration.
- The Internal Complaint Committee (ICC) has organized an awareness program especially for teenage girls on 02/02/2021.
- The institute always motivates girl students to participate in various curricular and extra curricular activities; many of the prizes in sports are won by the girls students of the institute. 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 has developed a mechanism for receiving and resolving the students' complaints if any in due period. A complaint box has been installed on the campus and is opened regularly by the ICC. ICC conducts its meetings regularly. ICC organizes various gender sensitization programs and counseling sessions.
- There is a Girls common room on the campus and a sanitary vending machine is installed and maintained by the institute.
- The institute has requested the Police department for the patrolling and Damini Pathak visits regularly to the campus which helps to control eve teasing.
- Fifty percent of the staff of the institute are female, which makes the campus environment girl student friendly and they feel comfortable to share their issues with the staff.
- The institute has a Teacher-Guardian scheme. The teacher guardian gives attention personally to the students allotted to him/her.

- A discipline committee is active in the institute to ensure the enforcement of code of conduct. There are designated uniforms for students. It helps in identifying any external person entering the campus.
- There are enough CCTV units across the campus, which is accessed and monitored by institute administration.
- The institute has an Anti- Ragging committee. The details of the committee are displayed on the campus. The students are made aware of the anti-ragging policy of the institute during their induction program. There are display boards across the campus warning that ragging is strictly prohibited.

File Description	Documents
Annual gender sensitization action plan	https://spmmandura.org/pdf/Annual%20Plan%20for%20Gender%20Sensitization.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	https://spmmandura.org/pdf/Facilities%20for%20Women.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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. The various wastes generated in the campus are processed to minimize the loss to the environment.

- The solids such as paper waste, plastic wastes are given to local vendors.
- Dustbins are placed at various places on the campus.
- Other solid wastes such as organic matter collected from gardens are processed by the institute in a vermicomposting unit.
- 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.
- The e-waste collected is given to local vendors.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://spmmandura.org/pdf/Waste%20Management%20Facilties.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

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

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**

A. Any 4 or All of the above

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

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

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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

<p>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</p>	<p>B. Any 3 of the above</p>
--	-------------------------------------

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	No File Uploaded

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

The institute believes and operates according to the motto of parent 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.

Sr no.

Name of Activity

Date

1

National Integrity Day

31/10/2020

2

Constitution Day

26/11/2020

3

NSS foundation day

24/09/2020

4

National Voters' Day

25/01/2021

5

International Women's Day

08/03/2021

6

Guest Lecture on, "Bhartiya Swatantryacha Ladha"

26/03/2021

7

International Yoga Day

26/06/2021

8

Independence Day

15/08/2021

9

Republic Day

26/01/2021

10

Maharashtra Day

01/05/2021

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

A. All of the above

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

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

The institute celebrates all the national and international commemorative days, events and festivals. These events are

celebrated with the objectives of imbibe ment of values like, national integrity, constitutional rights, duties and responsibilities in the students as well as staff.

The events such as birth and death anniversaries of national heroes like Mahatma Gandhi, Savitribai Phule, Swami Vivekanad, Jiajamata, Chatrapati Shivaji are celebrated by the institute. These events are well planned and mentioned in the academic calendar at the beginning of the academic year.

Sr no.

Name of Activity

Date

1

National Integrity Day

31/10/2020

2

Constitution Day

26/11/2020

3

NSS foundation day

24/09/2020

4

National Voters' Day

25/01/2021

5

International Women's Day

08/03/2021

6

National Science Day

28/02/2021

7

International Yoga Day

26/06/2021

8

Independence Day

15/08/2021

9

Republic Day

26/01/2021

10

Maharashtra Day

01/05/2021

11

Birth Anniversary of Dr Panjabrao Deshmukh

24/12/2020 to 27/12/2020

12

Earth day

22/04/2021

13

World Environment Day

05/05/2021

14

No Tobacco Day

31/05/2021

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

7.2 - Best Practices

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

Best practice 1.

1. Title: Empowerment of economically challenged women

I. Objectives:

- To empower the women from rural area
- To cater business-oriented training to the rural women to make them self-dependent
- To make them aware of the opportunities and resources available for small scale business development

II. Context: The institute continued its social contribution with the help of its NSS department. The best practice was introduced in the year 2019-2020 and was appreciated by the locals, hence we continued it. The institute has designed a systematic training program for women. The structure of the training program is inspired from different activities of MCED. The objective of the activity was achieved by motivating and

training the local women for small scale businesses such as tailoring, food processing like pickles and papads, cake and pastry preparation and beauty parlor. Training in these businesses were selected through the discussions and survey of local areas and looking at the availability of resources.

III. Practice: The Department of Economics conducted a survey in local communities. 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 institute held discussions with experts in different areas from nearby institutes and designed training modules for the women. A wide publicity about the programs was done through circulation of handouts in nearby places. 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. An oral feedback during the training session and a written feedback after completion of sessions were collected from participating women.

IV. Events organized:

- ? Financial awareness program for women
- ? One day seminar in Beauty and personal care
- ? Live demonstration on cakes and pastry making
- ? Industrial visit to Anita food industry

V. Problems encountered and resources required:

- The pandemic conditions created many challenges in conduction of such programs.
- People were refrain from one to one interactions.
- It is challenging to reach out to the large number of population.
- Convincing women from rural areas is a difficult task. The family background and priorities create hurdle in motivating them for entrepreneurial activities.

- Making availability of experts is difficult.

VI. Evidence of success:

- A significant number of participants showed interest in starting relevant businesses
- Some of the participants got jobs in local firms

Best Practice 2.

2. Title of Practice: Teacher- students guardian Scheme

I. Objectives: The Institute has adapted Teacher students' guardian scheme as a best practice, its objectives are as follows,

- The major objective of the scheme was to reach out to every student and help them appear for the online examinations during the Covid pandemic.
- To enhance the students' Academic Achievement.
- To enhance aspirations of students and increase their confidence through interactions and conduction of various online activities
- To promote the personal/social development of students
- To develop their personal learning plan for higher education and their career pathway. • To bridge the gap between teacher and student.

II. Context: Being an institute in a rural area, the students are quite hesitant and need extra encouragement to get acquainted with the new environment and people. The student-guardian activity facilitates the process of easing the students and making them open up with their peers as well as teachers. The support extended by guardian teachers would be of great help to such students to identify their strengths and work upon their weaknesses. This would also be beneficial to

students to design their study plans and career goals.

III. Practice: The institute in collaboration with IQAC, designed data sheets of students' responses regarding their hobbies, interests, career choices etc. The datasheets were filled by students. Groups of students are made and allotted to all faculty members. The record is maintained by guardians. In the light of governments' guidelines during Covid pandemic the presence of students on campus was not allowed so the student and guardians had interactions through whatsapp mode, the teacher guardians prepared a whatsapp group, these interactions helped in making students comfortable to share their problems, difficulties with guardians. Being an institute from a rural area, conducting online examinations was challenging. The teacher guardians and examination section worked hand-in-hand to reach out to every student and helped them appear for the exams. There was unawareness among the students regarding various scholarship schemes. The teacher guardian guided and helped them with the procedures.

IV. Evidence of Success:

- Due to this practice healthy relationship is established between student and teacher guardian.
- We could reach to every student for examination and scholarship application through this practice.
- Student participation in curriculum and extra-curricular activities has been increased.
- Students' confidence level boosted up.

V. Problems Encountered and Resources Required:

- Reaching out to every student. Especially because of underdeveloped infrastructure such as interruptions in electricity supply, network issues with the internet in the region.
- Initially this activity takes more time to motivate the students to share their difficulties and problems with teachers and to change their mindset.
- Due to a greater number of admissions, more guardians are

required.

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

The institute has been started four decades with a humble and genuine vision given by our founder president and a great social reformist Dr. Panjabrao Deshmukh. The institute is situated in an undeveloped rural part of Vidarbha region in Maharashtra but standing upright firmly with its core values. The institute's commitment to provide equal opportunity of quality education to the rural students makes it distinct from others. Being an institute from a rural area the students admitted to the institute come from rural backgrounds and have poor communication skills. Also, being an institute with traditional programs and situated in a region with underdeveloped industrialization, students' placement is one of the major challenges. Considering the limitations of the traditional curriculum of university and the need and opportunities available locally the institute has introduced vocational courses in automobile, agriculture and food processing so that the students should be able to enter entrepreneurship as well as enhance their employability. Along with these vocational courses the institute has several certificate, add-on and value added courses.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Academics:

- The institute is currently offering 5 certificate courses

along with regular curriculum. Introduction of more such programs to add value to students' education.

- Increasing the students' enrollment.
- Introduction of PG programs.
- Establishment of more active MoUs with industries and potential employers.
- Recognition of Research centers in all the subjects.
- Introduction of NCC unit for boys and girls

Administrative:

- Complete automation of Library.
- Automation of administrative office.
- Development of single window online service system to students

Infrastructure:

- Development of new ICT facility (Smart classrooms).
- Development of Laboratories.
- Development of the Auditorium (Furnishing).