



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	RANI LAXMIBAI MAHILA MAHAVIDYALAYA SAWARGAON
• Name of the Head of the institution	Dr Ajay Y. Karakare
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	071052237306
• Mobile No:	9823010398
• Registered e-mail	rlmmahavidyalaya@yahoo.co.in
• Alternate e-mail	aykarkare@yahoo.com
• Address	NEAR MSEB CHICHOLI ROAD AT POST SAWARGAON TAL NARKHED DIST NAGPUR MAHARSHTRA
• City/Town	Nagpur
• State/UT	Maharashtra
• Pin Code	441306
2.Institutional status	
• Type of Institution	Women
• Location	Rural

• Financial Status	Grants-in aid				
• Name of the Affiliating University	Rashtrasant Tukadoji Maharaj Nagpur University Nagpur				
• Name of the IQAC Coordinator	Dr. Rajeshri N. Kadu				
• Phone No.	8421105688				
• Alternate phone No.	9765344099				
• Mobile	8421105688				
• IQAC e-mail address	sonarevarsha192@gmail.com				
• Alternate e-mail address	rlmmahavidyalaya@yahoo.co.in				
3.Website address (Web link of the AQAR (Previous Academic Year)	http://rlmmsawargaon.org/aqar.html				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:					
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.01	2016	25/05/2016	24/05/2021
6.Date of Establishment of IQAC			01/07/2014		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	00	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	4
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	No
<ul style="list-style-type: none"> 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
<ul style="list-style-type: none"> If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
Virtual Guest Lecture on Gender sensitisation was organised	
Workshop on Entrepreneurship	
Covid Vaccination Drive and Health Check up Camp for the society the students	
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
To organise workshop/Webinars/student seminars	Workshop/webinar/Student seminars have been organised.
To provide aid to the society	Contribution is done
To encourage the faculty fur research	The faculties published research papers
To celebrate national festivals with great enthusiasm	The national festivals have been celebrated fervently
To use ICT in teaching-learning	The teachers used ICT in the teaching-learning process
13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
CDC	04/10/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	09/11/2021

15. Multidisciplinary / interdisciplinary

Multidisciplinary/ interdisciplinary subjects were present in the syllabus of affiliating university. The college has conducted Value Added Programs to make students aware of the latest happenings in the industry and society.

16. Academic bank of credits (ABC):

Currently, this system is not implemented by the affiliating university but the CBCS system is implemented by the affiliating university.

17. Skill development:

The college focuses on the skill development of the students, and for the same many capability enhancement programs were conducted.

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

During the pandemic, all the events were conducted online along with a regular teaching-learning process.

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

The college has defined various outcomes and formulated a mechanism for calculating various outcomes.

20. Distance education/online education:

College is yet to take steps regarding distance/ online education.

Extended Profile

1. Programme

1.1	B. A.
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	121
Number of students during the year	
File Description	Documents
Data Template	View File
2.2	60
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	47
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	7
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	0
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	4
4.2 Total expenditure excluding salary during the year (INR in lakhs)	1.01
4.3 Total number of computers on campus for academic purposes	28
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	
<p>The institute has a well planned and documented process for effective curriculum delivery. There is a mechanism consisting qualified teachers, lesson plans, departmental activities, institute's academic calender matching with the academic calender prepared by the Rashtrasant Tukadoji Maharaj Nagpur University Nagpur. The classrooms having multimedia facilities are availablre for better teaching-learning process. The teachers prepare their academic plan and go through it in entire session. The Teaching Annual Plan helps the teachers to deliver the contents of the subjects properly. The classes are scheduled as per theTime Table. Surprise tests,oral tests, home assignments are conducted as a part of evaluation process. The Guest lectures are also organised for the students to impart curriculum more effectively. Group discussion, Debate competition, Essay competition are organised to nurture the young minds of the students.</p>	
File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The institute strictly and aptly adheres to the academic calendar of the Rashtrasant Tukadoji Maharaj Nagpur University Nagpur. The Institute following University's academic calendar prepares its calendar. It includes all the curricular, extra-curricular activities along with teaching learning process. The Annual Teaching Plan is prepared in matching the academic calendar of the university in which the particular stage is given on the Continuous Internal Evaluation. The surprise tests, oral tests, home assignments are a part of CIE. The teachers contribute a great deal to CIE. The head of the institute also keep an eye on institutes evaluation. The academic year 2021-2022 was carried out partially. The first session was in online mode because of the continuous restrictions of the state governments Covid19 behaviour. Yet, the institute conducted various CIE systems.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
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****1**

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)****3**

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

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**121****1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year****121**

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

The institute is affiliated to Rashtrasant Tukadoji Maharaj Nagpur University Nagpur. The curriculum prepared by the university is taught in the institute. The curriculum largely focuses on the above issues such as professional ethics, gender, human values, concern for environment, etc. The teachers impart the curriculum inculcating the virtuous moral values in the students. Along with the curriculum, there are various events are organized such as celebrating birth anniversaries of the makers of India, national festivals such as celebration of Independence day, Republic day; Yuva Din, International Environment day, International Women's day, Kranti din, International Population day, Teachers day, etc. Apart from these and many other programs, the NSS unit of the institute inculcates the moral values with the overall development of the personality of the students. The NSS unit holds a kind and sympathetic outlook towards the villagers and their problems. The cleanliness drive and awareness about social issues are initiated through the NSS camps organized by the institute.

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

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

30

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

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

121

File Description	Documents
Any additional information	No File Uploaded
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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
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
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File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

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

52

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

121

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

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

The institute follows a kind of mechanism which assesses the students learning ability. The teachers sort out the slow learners and advance learners from the students. The Remedial coaching is

provided to these students. The slow learners are provided extra tutoring to bring them into the mainstream. The teachers guide them more vigorously. On the other hand, the advance learners are asked to go through extra reading on the particular topics. The teachers pay their attention to both categories through mentoring program. The study material with question bank is supplied to them. The students overcome the fear of stage by presenting themselves through various programs. The teachers nurture and nourish the personality of the students through their continuous mentoring.

File Description	Documents
Link for additional Information	NIL
Upload any additional information	View File

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

Number of Students	Number of Teachers
121	5

File Description	Documents
Any additional information	No File Uploaded

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 focusses largely on the student centric method of teaching-learning process. The teachers play a vital role in imparting the curriculum. The students are evaluated by surprise tests, oral tests. The teachers make the groups of the students and these groups are engaged in group discussion. The home assignments help the students to gather information through various books. Apart from class teaching, the students are invited to read articles from the newspapers. The classrooms are equipped with projectors which support the teachers to enhance the teaching learning process. The smartboard and audio-video files are also used to enrich the teaching-learning experience

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 teaching-learning process is aided by the ICT enabled tools. The projectors, smartboards, computer lab, audio-video tools help the teachers of the institute. The well-planned ppt's are prepared by the teachers to give stance on a particular topic. Audio, video clips are played for the students.

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

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

6

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

2.4 - Teacher Profile and Quality

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

5

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

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

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

4

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

26

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 internal assessment of the institutes is transparent and robust in terms of frequency and mode. The teachers follow the pattern of

their respective subjects for the internal assessment. The subjective assessment is prescribed by the university itself. The marks are included in the students marksheet at each semester. They are based on Home assignment, Viva-Voce, Presenting a topic, Class tests, Oral tests, surprise tests. The students are evaluated by their performance in these tests.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient University level: At the Institute level, examination related grievances raise by students are effectively communicated to the University for needful actions. Thereafter university's response was communicated to the students. Due to technical issue like network problem, if students are not able to submit examination, they were provided another chance to reappear for same examination. Issue of withheld results is also solved by providing necessary documents. College level: As a part of evaluation internal assessment is conducted by every department. Few students who are not able to appear examination or submit home assignment in time because of personal or family health issues or due to technical reasons, such students are also given a second chance.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The Program and course outcomes offered by the institute are explained to the students at the beginning of each semester. The students get the entire information about the program and the course outcomes from the University website before admission. They get more information from the counselling by the teachers of the institute at

the time of admission. The Student Induction Program is organized. The elective system is also informed. The teachers personally guide the students through mentoring about the course outcomes. The students keep themselves updated with the time. They seek PG admission after completion of UG program at the institute. They also opt for competitive examination classes.

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

Being an affiliated institute, university reforms are followed by the institute. Continuous Internal Evaluation is done on the basis of performance in class tests, Home assignments, presentations, regularity of attendance, participation of students in different activities like workshops, sports etc. At the start of the session, the syllabus of the course and its question paper pattern is discussed with the students by subject teacher. Thereafter internal evaluation system is explained by the subject teacher to the students. Internal assessment is transparent. It is conducted by the department before university examination on the basis of completion of syllabus. They are assessed according to their overall performance in the particular semester. Over all, the method of measuring the level of attainment of POs , PSOs and Cos is based on Performance in University examination and internal assessment.

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

2.6.3 - Pass percentage of Students during the year

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

47

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)

<http://rlmmsawargaon.org/sss2.html>

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)	No File Uploaded

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

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

00

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

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

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

2

File Description	Documents
Report of the event	No File Uploaded
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

14

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

16

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

Extension activities are carried out to sensitize students to social issues for their holistic development. There are various programs that are carried out through NSS unit of the institute. There are some departmental programs and activities which help the students to sensitize to social issues. Gram Swachchhta Abhiyan is the most important extension activity which the students followed. The NSS unit goes to a village and extend its service to the entire village. The students loved to serve the villagers with entertainment and also massages through various cultural activities. The following list is with

1.Health awareness Program 2. National Sports Day 3. Co-wid Vaccination Drive 4.Tuber-Culoisis awarness Program 5. Pulse Polio Dose participation 6. Eye Check up program participation 7.NSS University level camp participation

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

4

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

5

File Description	Documents
Reports of the event organized	No File Uploaded
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

121

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

3.4 - Collaboration

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

7

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
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

2

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

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 adequate infrastructure and physical facilities for teaching-learning. The classrooms are equipped with projectores and smartboards. The lights and fans also help to continue the classes in case of emergency in changing seasons. There is a good deal of furniture in each classrooms for the students. There is a computer lab containing twenty computers. TheOrell Spoken English software has been purchased and installed in these computers. There

is printing facility also available for the students in the computer lab. The office is also fully arranged with computers having two main PC's attached with printer. There are xerox machines available for printing. The head of the institute also carries a PC, a printer. The principal's room also includes comfortable chairs and sofa for the meeting purposes. The library contains computers for the use of librarian and his assistance. The Institute has facility of solar energy to use in emergency. There are comfort stations for the students and the staff. They are cleaned and kept sanitized once in a week. There are notice boards to inform the students about the latest notices. The pure aquaguard machines are used for drinking water for all. The Institute provided sanitizers to all the visitors of the institute.

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

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

The Institute has adequate facilities for cultural activities, sports, games (Indoor, outdoor), gymnasium. The cultural activities are carried out on the auditorium with other supporting materials. There is provided the students for their programs. There are musical instruments such as speakers. The sports activities are conducted indoor and outdoor. The playground for each sport is available with the facilities. There are a variety of outdoor games in sport such as volleyball, Kho-Kho, badminton, Tug-of-war, hockey. Apart from the outdoor games, there are indoor games also available for the students such as chess, table-tennis, Carom. Yoga mats are also available for all the students and the staff for Yoga. Gymnasium is also in current use for all the students and the staff.

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.

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	NIL
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

1.2

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
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 functions manually. Two B.T.cards are issued to the students. They borrow books for their usage.

File Description	Documents
Upload any additional information	No File Uploaded
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	A. Any 4 or more of the above								
<table border="1"> <thead> <tr> <th data-bbox="84 365 542 421">File Description</th> <th data-bbox="550 365 1468 421">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="84 432 542 521">Upload any additional information</td> <td data-bbox="550 432 1468 521" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="84 533 542 694">Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)</td> <td data-bbox="550 533 1468 694" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Upload any additional information	No File Uploaded	Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File			
File Description	Documents								
Upload any additional information	No File Uploaded								
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File								
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)									
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)									
0.88									
<table border="1"> <thead> <tr> <th data-bbox="84 1037 542 1093">File Description</th> <th data-bbox="550 1037 1468 1093">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="84 1104 542 1149">Any additional information</td> <td data-bbox="550 1104 1468 1149" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="84 1160 542 1216">Audited statements of accounts</td> <td data-bbox="550 1160 1468 1216" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="84 1227 542 1388">Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)</td> <td data-bbox="550 1227 1468 1388" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Audited statements of accounts	No File Uploaded	Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File	
File Description	Documents								
Any additional information	No File Uploaded								
Audited statements of accounts	No File Uploaded								
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									
25									
<table border="1"> <thead> <tr> <th data-bbox="84 1686 542 1742">File Description</th> <th data-bbox="550 1686 1468 1742">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="84 1753 542 1798">Any additional information</td> <td data-bbox="550 1753 1468 1798" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="84 1809 542 1899">Details of library usage by teachers and students</td> <td data-bbox="550 1809 1468 1899" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Details of library usage by teachers and students	View File			
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 Institution provides IT facilities to the students and the teaching-nonteaching staff. There is a computer lab for the students for learning and practice. The office is fully updated with computers and printers. The scanner is also available with the computers. The CCTV cameras are installed the premise to look after the activities. The smartboards and projectors are updated and repaired if found problematic.

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

4.3.2 - Number of Computers

28

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

1.8

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
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 Institution provides IT facilities to the students and the teaching-nonteaching staff. There is a computer lab for the students for learning and practice. The office is fully updated with computers and printers. The scanner is also available with the computers. The CCTV cameras are installed the premise to look after the activities. The smartboards and projectors are updated and repaired if found problematic.

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

60

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

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

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

0

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

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

A. All of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
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	
47	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
47	
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	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
5.2 - Student Progression	
5.2.1 - Number of placement of outgoing students during the year	
5.2.1.1 - Number of outgoing students placed during the year	

10

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

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

20

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

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

00

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)	No File Uploaded

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

The Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities by the inclusion in various committees formed by the institute. The student representatives attend the meetings and they can put forth their views and opinions on the matters related to them. Their views are considered prior and taken seriously in the meetings. Extracurricular activities are carried out by the students to contribute to the social cause.

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

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

2

File Description	Documents
Report of the event	No File Uploaded
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 Alumni Association which works. There is an informal association of Alumni under the alumni coordinator. The alumni of the institute visit the campus and share their experiences with the present students encouraging them about their career.

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

The governance of the institute reflects the vision and mission of the institute. The principal is the chairperson of all committees having coordinator for each one. The conveyors of the committees

work under the principal. The vision of the institute is to provide higher education to the economically and socially backward students of the rural area such as Sawargaon. Despite of many difficulties, the institute stick to its mission to impart educational facilities to these students. The teaching and non-teaching staff help the students to aquire their educational goals.They all take care to provide the available facilities to the students for their overall development. The committees formed by the institution include the students as members to state their views, opinions and suggestions.

File Description	Documents
Paste link for additional information	list of committees
Upload any additional information	No File Uploaded

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

The Institutional practices are decentralized for the participative management. There lies the effective leadership which reflects from the committees formed for strategic implementation. The heads of the committees work with freedom for the better implementation of the decisions taken by a particular committee. Each member is important while deciding the agenda. The effective leadership is apparent in the formation of various committees. The heads of these committees work effectively with their efficiency. The Head of the Institute provide them the opportunity to plan their events according to their freedom of choice with aquiring college calender.

File Description	Documents
Paste link for additional information	list of committees
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional strategic plan is effectively deployed by the various committees formed for the various purposes. The institute prepares its academic calender in tune with the academic calender of the Rashtrasant Tukadoji Maharaj Nagpur University Nagpur. The teachers plan their tentative annual departmental program in tune

with institutes' academic calendar and act according to it. The teachers are encouraged to use ICT and e-resources. Other teaching processes like outcome based, participatory, interactive, group discussions, role play, etc. are used to encourage the students to participate in the learning process. The teachers complete the course prescribed in the syllabus and also conduct extra classes, if necessary. To address the student needs whether academic or non-academic, the college has established a strong mentoring system. The grievance redressal cell is formed to constantly monitor and address the student grievances. The teachers present the departmental reports to the head of the institute. The reports show the various activities carried out by the committees throughout the year.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The trust is at the top most tier in the organizational structure of the institution. It supervises the overall functioning of the institute and directs the Principal whenever necessary.

Then there is the College Development Committee (CDC) constituted as per the norms laid down by the Maharashtra Public Universities Act, 2016 (which was earlier known as Local Managing Committee). Preparing budget and financial statements, recommending creation of teaching and non-teaching posts to the Management, discussing academic and other progress of the college are the primary functions of the CDC.

The institute has constituted committees as per the norms of regulating authorities and also additional committees for internal coordination and monitoring of the activities. The Principal monitors functioning of every committee. Smooth conduct of all the committees is ensured by him. Various institute and department level committees are constituted to take discuss issues and take decision up to their scope.

Service Rules, Procedures, Recruitment & Promotional Policy:-

Our Institute is affiliated to the RTMNU, Nagpur and is governed as per the norms laid down by the UGC and the Maharashtra Universities Act. 2016. Our College is permanently affiliated to RTMNU, Nagpur at UG level. So, it is mandatory for the institution to observe and follow the rules of the RTMNU, Nagpur

The institute has a grievance redressal mechanism in place for the students at its own level whereas RTMNU, Nagpur has a Grievance Committee which looks after the grievances of the employees of colleges affiliated to it.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
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 implements several welfare measures for the teaching faculty as well as its non-teaching staff like

Teaching Faculty:

- Motivates and deputed teachers for pursuing higher education.
- Encourages teachers to attend workshops, conferences, seminars, short term courses and faculty development programmes and financial assistance are provided for the same.
- Encourages teachers to become members of professional bodies and to participate in the activities organized by them and they are given incentives.
- Encourages teachers to participate in research orientated activities and to publish researchpapers in reputed Journals/conferences.
- Promotes and motivates teachers to use the ICT tools in their teaching-learning process.
- Grants promotion to teachers on time.
- Grants duty leave to teachers attending workshops, conferences, seminars, short term courses and faculty development programmes.

Non-Teaching Staff:

- The institute organizes training programs as per the need for skill development of non- teaching staff
- They are encouraged to participate in the organization of social events organized under Community Out-reach Services

The other welfare provisions made for both teachers and non-teaching staff are:-

- Leaves (Casual, Earned, Medical, Vacation) as per the University and Govt. of Maharashtra norms.
- Maternity leave for female staff members
- Group Insurance

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

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

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

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

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

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

File Description	Documents
IQAC report summary	No File Uploaded
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)	No File Uploaded

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

The college has a Performance Based Appraisal System (PBAS) for the teaching staff following UGC regulations, 2010 and four amendments thereafter. Currently, the college follows the guidelines of UGC regulations, 2018. These Regulations may be called the University Grants Commission (Minimum Qualifications for appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in higher Education) Regulations, 2018.

Teaching staff:

API & confidential reports are collected at the end of the academic year. The performance- Based Appraisal System (PBAS)(API) is divided into three categories.

CATEGORY- I: Teaching, Learning, and Evaluation related activities

CATEGORY- II: Co-Curricular, Extension and Professional Development Related Activities

CATEGORY -III: Research And Development

Outcome: Performance Based Appraisal System (PBAS) helps in identifying the potential area of faculty and staff. Through this, each faculty becomes aware of areas of improvement and accordingly, improvement takes place.

Decision: The score obtained in the PBAS contributes to the decision about faculty appreciation. Faculty with a low score are personally counseled by the Principal.

Non-Teaching staff:

Institute office maintains the CR (Confidential Report) file in which the Confidential Report of the performance of the non-teaching staff prepared by the Principal is maintained and send to Joint Director Office when promotion of non-teaching staff is due.

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

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-

The college gets its accounts audited internally from the local authority of the parent institution.

External Audit-

Chartered Accountants Firm is appointed as external auditor of the college. They conducts external audit after completion of the financial year and submit the audit report immediately.

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

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)**

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**Mobilizations of funds:**

Fee collected from students is used for payment of monthly salaries and other recurring and nonrecurring expenses of the Institute.

Funds utilization strategies:

- Ensure optimal utilization of the resources according to the plan.
- According to financial requirement of each department, budget amount is used to be allocated annually and such budget is reviewed from time to time.
- Monitoring the establishment of the infrastructure, purchase of equipment's for various labs.
- Periodic monitoring the utilization of the funds allocated to the departments.
-

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

6.5 - Internal Quality Assurance System

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

- Automation of the library was initiated by purchasing Library Management Software.
- Books were purchased as per latest curriculum
- N-list Subscription has been taken.
- Membership of Shodhsindhu and Shodhganga has been taken.
- LCD Projectors were brought to use in the classrooms.
- CCTV Surveillance upgraded.

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

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

On the initiative of IQAC, the institution reviews and implements teaching learning reforms. IQAC has taken many initiatives for teaching, learning and assessment strategies of the institute for continuous improvement. Some of these include:

- Value Added Programs has been designed and conducted every year.
- Feedback forms related to design and review of syllabus prepared and collected from the stakeholders, analysis is made and relevant actions were initiated.
- Slow Learners and Advanced Learners:- Mechanism For Slow Learners and Advance Learners developed.
- Learning is made student-centric through series of Guest lectures, seminars, presentations and industrial visits.
- Student Mentoring:- Mentoring system for the students to address academic and stress related issues is in place.
- Outcome-based learning:- COs, POs are defined and attainment is calculated.

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

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)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

1. Webinar organized

2. Voters day organized

A webinar was organised by the IQAC department in collaboration with Political Science department. The teachers of the institution often sensitise the students through regular preaching. The Voters day was celebrated to stress the impact of gender equity on elections. The Institute is the only educational institute; imparting its service to the girl students in the 60km radius. Its highly obliged to its aim to provide higher education to the economically, socially backward

class students. It helps the students to fulfill their dream of higher education. It provides all the facilities available for them. It follows the safety measure to protect the students. There is women's Grievance Redressal Cell for the students to share their problems. The students friendly environment is initiated through mentoring support from the teachers. The CCTV camera's have been already installed to capture the entire campus area. The girls Common room is also in force. A separate reading room for the students is available. ATM of sanitary napkins is also installed in the washroom. The MoU is signed with the PHC Sawargaon who provide the medical facilities to the students health check up. The medical officer from PHC share the healthrelated with the students. The women teachers also support the students for their emotional needs. All the facilities are provided to them with equity.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	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 manages the degradable and non degradable waste very carefully. The solid waste is collected through the dustbins distributed to each department. This accumulated solid waste is

collected and put in a deep pit to burn into ashes. Liquid waste,, the water drainage system is managed to carry the waste water in the gutter pit. E-waste is accumulated properly and given to the e-waste scrapper.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
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

B. Any 3 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	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
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	A. Any 4 or all of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The Institute provides an inclusive environment in terms of tolerance and harmony towards cultural, regional, linguistic and other diversities. The students who opt for undergraduate program are from various strata of life. The institute maintains the uniformity among the students by adopting uniform for everyone including teaching, non-teaching staff. It brings uniformity among all. There are cultural activities carried out by the institute to strengthen the culture of the region. The students speak language of their choice. There is no bounding of language in the campus yet the students are encouraged to speak in English language. Each student is treated with respect and love. The employees live in harmony with each other despite the differences of caste and creed. They share their joys and sorrows with each other. The Teaching and Non-teaching staff cooperate each other jovially. There are various government, state government and collector holidays to celebrate the festivals of every community.

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

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

The Code of Conduct Committee is established and the students are sensitized for their role by the constitutional obligations. On the Constitution day, the employees take an oath to follow the code of professional ethics prescribed in the booklet published by the Rashtrasant Tukadoji Maharaj Nagpur University Nagpur.

There is a continuous involvement of the students and the employees in the programs organized by the institution to strengthen the constitutional obligation such as values, rights, duties and responsibilities of citizens. They participate in various programs which imbibe the stated qualities. The Teachers day, the Constitution day, the Non-Violence day, the Republic day, the Independence day, the Maharashtra Day, etc are some of the programs which inculcate the constitutional obligations among the students and the employees.

The parade is organized throughout the village on the Independence day and the Republic day. All the students of schools from nursery to UG gather in the Ahimsa Square in the Sawargaon village on these two special days to celebrate the national festivals. The students of the institute also participates in the cultural festival organized by the Gram Panchayat on the Republic day

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

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

A. All of the above

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

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

1. Kranti Din 09 August 2021 2. Independence day 3. Teachers day 4. D-Laxminarayan day 5. Mahatma Gandhi an Lal Bahadur Shastri Jayanti 6. Constitutional day7. Dr. B. R. Ambedkar Mahaparinirwan DIn 8. Savitribai Phule Jayanti 9. Swami Vivekanand and Rajmata Jijau Birth Anniversary (National Youth day) 10. Republic day. 11. Chhatrapati

Shivaji Maharaj Jayanti Marathi Rajbhasha Gaurav din 12, World Womes day 13. Dr. B. R. Ambedkar Jayanti 14. Maharashtra Din

The Institute celebrates the national and international commemorative days, events and festivals to strengthen its ties with students and to imbibe a culture to celebrate the legacy of highly revered values and ethics. The international Yoga day is celebrated at the beginning of the session. It helps to focus on sound mind in sound body. The international Enviornment day is celebrated to create awareness about the enviournment. Tree Plantation drive is organized on the occasion.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
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.

1) Speak English

2) Maximum use of the library

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

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 belongs to the rural area. It plays a major role in providing higher education to the economically, socially backward students in the area. The economically poorest student can afford higher education at their village. The priority and the thrust of the institute is to bring these students into the mainstream of education. After completing Undergraduate program, the students

through and opt to PG program once they are encouraged by the facilities of the institute. The institute also plays a major role in changing the attitude of the parents who wish to marry their girls as soon as they attain adulthood.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. To conduct VAP
2. Apply for NAAC Re-Accreditation
3. To conduct a seminar/ workshop.