YEARLY STATUS REPORT - 2022-2023

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

- Affiliated / Constitution Colleges   Affiliated

- 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: https://rlmmsawargaon.org/images/Part%20A%20-4.pdf

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**
Cycle 2	**B**	**2.36**	**2023**	**30/10/2023**	**30/10/2028**

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
0	**0**	**0**	**0**	**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`

- 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   No File Uploaded

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)

`Skill Development workshops were organized`

`Health Check up of students organized under PHC`

`Electoral literacy`

`Yoga camp`

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 organize career counselling`	`Career counselling is done`
`To conduct webinars/workshops/seminars`	`workshops/seminars are organized`
`To organize Certificate courses for skill enhancement`	`Certificate courses are organized`
`Faculty encouragement Program`	`Ph. D. awarded faculty was honored.`
`To organize Swayamsiddha workshop`	`The workshop was organized.`

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

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
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• City/Town	Nagpur
• State/UT	Maharashtra
• Pin Code	441306
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• Type of Institution	Women
• Location	Rural
• Financial Status	Grants-in aid
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• 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**
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4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://rlmmsawargaon.org/images/Part%20A%20-4.pdf

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• Upload latest notification of formation of IQAC	View File	

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• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
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• If yes, mention the amount		

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Faculty encouragement Program	**Ph. D. awarded faculty was honored.**
To organize Swayamsiddha workshop	**The workshop was organized.**

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
2022-2023	19/10/2022

15.Multidisciplinary / interdisciplinary

The institution provides a single program related to the faculty of Humanities in arts offering the list of following courses 1) Compulsory English 2) Compulsory Marathi and electives (Any three) from the following four courses 1) History 2) Political Science 3) Economics 4)marathi Literature. The medium of teaching is Marathi language.

16.Academic bank of credits (ABC):

Academic Bank of Credits system has been yet implemented by the affiliated University. Despite it, the students have registered on the digilocker portal having their ABC IDs.

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)

The Indian Knowledge System has been already integrated since the institution follows the Univerity's syllabus as per its directions in its program which extensively focused on teaching in Indian languages such as Marathi and the Maharashtrian culture, History, politics and Literature. The faculties provide both offline as well as online teaching to the students.

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

The institution is centered on the idea of developing holistic approach. Therefore, its focus is on the Outcome Based Education.The students learn the Courses offered to them through Outcome Based Education by developing the communication skills both in Marathi and English language. The students learn various

skills through organization of Certificate courses.

20.Distance education/online education:

The Institute is affiliated to the Rashtrasant Tukadoji Maharaj Nagpur University Nagpur Maharshtra. It follows the guidelines issued by the university. Therefore, the instituion has the adequet facilities to provide Distance Education/Online education.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**6**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**119**

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	**60**

File Description	Documents
Data Template	No File Uploaded

2.3 Number of outgoing/ final year students during the year	**22**

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	**7**

File Description	Documents
Data Template	<u>View File</u>

| 3.2

Number of Sanctioned posts during the year | **16** |

File Description	Documents
Data Template	No File Uploaded

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**4**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**2660350.35**
4.3 Total number of computers on campus for academic purposes	**27**

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 has a well planned and documented process for effective curriculum delivery. There is a mechanism consisting qualified teachers, lesson plans, departmental activities and academic calendar matching with the academic calendar prepared by the Rashtrasant Tukadoji Maharaj Nagpur University Nagpur. The IQAC coordinator prepares the Institutional Academic Calendar for the smooth functioning of curriculum and extension activities. The classrooms having multimedia facilities are available 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 Time Table. Surprise tests, oral tests, home assignments are conducted as a part of evaluation process. The Guest lectures are also organized for the students to impart curriculum more effectively. Group discussion, Debate competition, Essay competition are organized to nurture the young minds of the students. Certificate courses are organized to enhance skills of the students.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://rlmmsawargaon.org/images/Part%20A%20-4.pdf

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 stance 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.

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	A. All of the above

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

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

1

File Description	Documents
Any additional information	View File
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)

2

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

119

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

119

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 Enviornment 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	View File
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

6

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

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

22

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	**No File Uploaded**

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)	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	No File Uploaded
URL for feedback report	https://rlmmsawargaon.org/images/SSY%202022-23.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

360

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

119

File Description	Documents
Any additional information	**No File Uploaded**
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 robust mechanism which assesses the students learning ability. The teachers sort out the slow learners and advance learners from the students by conducting tests at the beginning of the session. The Remedial coaching isprovided 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	[0](#)
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
119	**5**

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 focusses largely on the student centric method of teaching-learning process. The teachers play a vital role in imparting the curriculum. The students are advised to come up and deliberate the topic of their interest. after teaching a topic, they are advised to explain and discuss the topic in groups.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 earning 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	[0](#)

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. the students also use all the ICT facilities for their presentations.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[0](#)

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.	[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

7

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

6

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

27

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 oftheir 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	[View File]
Link for additional information	[0]

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	View File
Link for additional information	0

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.

Yes, the teachers and the students are aware of the stated Programme and Course outcomes offered by the institution.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	0
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	0

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

22

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	0

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://rlmmsawargaon.org/images/SSY%202022-23.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

0

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	[0](0)

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

6

File Description	Documents
Report of the event	[View File](View%20File)
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	**No File Uploaded**

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

9

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

4

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 1Tree Plantation Drive2. National Sports Day 3. National Service Scheme Foundation day 3. International Youth Day 4. 5.Health awareness Program 6. Eye Check up program participation 7.NSS University level camp participation

`8. Swayamsidddha workshop 9. Awarness about Constituion Day 10. Awarness program about Electoral Literacy 11. Gram Swachhata 12. Yoga and Meditation for School Children`

File Description	Documents
Paste link for additional information	[0](0)
Upload any additional information	[View File](#)

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

2

File Description	Documents
Any additional information	**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

6

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

119

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

5

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

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

11

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**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 projectors 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. The Orell Spoken English software has been purchased and installed in these computers. There is printing facility also available for the students in the computerlab. 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 PC, a printer. The principal's room also includes comfortable chairs and sopha 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 aqua guard 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	0

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. dais 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	[0](#)

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	[0](#)
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)

114506.00

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)	**No File Uploaded**

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The master software of LIBMAN is functional in the library. It is partiaslly automated. The newly purchased books are accessioned. The students exchange the books through the software which are easily accessible to the students having catalogues by author, subject and title. 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	[View File](#)
Paste link for Additional Information	[0](#)

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	**C. Any 2 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)	**No File Uploaded**

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)

18150

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

20

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	View File
Paste link for additional information	0

4.3.2 - Number of Computers

27

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

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	<u>View File</u>
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)

114506

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	<u>View File</u>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	**No File Uploaded**

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	**No File Uploaded**
Paste link for additional information	[0](#)

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

54

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)	**No File Uploaded**

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

54

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

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	0
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

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

119

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

119

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

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	**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

22

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
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

22

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

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	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

2

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	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	00
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

00

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)	No File Uploaded

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 informally. 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. The institute organizes various workshops with the help of the alumni's. They also contribute through Guest lectures, donating books to the library. They also run various programs at their respective places of resident.

File Description	Documents
Paste link for additional information	00
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 committeeswork 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 acquire 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	[00](00)
Upload any additional information	View File

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 acquiring college calendar.

File Description	Documents
Paste link for additional information	[00](00)
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional strategic plan is effectively deployed by the various committees formed for the various purposes. The institute prepares its academic calendar in tune with the academic calendar of the Rashtrasant Tukadoji Maharaj Nagpur University Nagpur. The teachers plan their tentative annual departmental program in tunewith institutes' academic calenderand 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 nonacademic, 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 carries out by the committees throughout the year.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://rlmmsawargaon.org/images/Part%20A%20-4.pdf
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	https://rlmmsawargaon.org/gernal_information.html
Link to Organogram of the Institution webpage	https://rlmmsawargaon.org/gernal_information.html
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	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)	No File Uploaded

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 deputes 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	001
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

00

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)	**No File Uploaded**

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

1

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	View File
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

2

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
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 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.

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	00
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- 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	00
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)

00

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)	No File Uploaded

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	[00](00)
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

The IQAC prepares Annual Academic Calendar including all inclusive departments by deliberating with the faculties and the Principal in the first meet of IQAC. The IQAC coordinator extensively and deliberately keep the record of all the extra-curricular activities and extension activities. It also put forth the report of academic activities in College Development Committee to discuss various issues for the betterment of the academic process.

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	[00](00)
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

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	00
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	00
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	**No File Uploaded**

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 Gender Sesitization Committee is established and it organizes various programs to sensitize the students about gender equity.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 health related with the students. The women teachers also support the students for their emotional needs. All the facilities are provided to them with equity.Women empowerment is encouraged through programmes organized on the occasion of Savitribai Phule Birth Anniversary Celebration &International women's day. The students are mentored by their mentors.The institution practices equal opportunities to all women employees by giving them a fair and non-discriminatory chance to conduct activities.The women Grievance Redressal Cell works exclusively and sensitize the students about their grievances.

File Description	Documents
Annual gender sensitization action plan	https://rlmmsawargaon.org/images/Kaagaz_20 231215_111635964837.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://rlmmsawargaon.org/safety-security.html

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy	C. Any 2 of the above

Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

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 iscollected 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	00
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	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment	C. Any 2 of the above

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	**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, nonteaching staff. It brings uniformity among all. There are cultural activities carried out by the institute to strengthen the culture of the region. The Annual Cultural Festival Jallosh has been organized.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 Nonteaching 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)	**No File Uploaded**
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 Code of Conduct Committee is established and the students are sensitized for their role by the constitutional obligations. On the Constitution day , the employeestake 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 stregnthen 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 Costitution day, the Non-Violence day, the Republic day, the Independence day, the Maharashtra Din, 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 Independenceday 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	[View File](#)
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	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	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. ChhatrapatiShivaji Maharaj Jayanti Marathi Rajbhasha Gaurav din 12, International Women's 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 Environment day is celebrated to create awareness about the environment. 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)	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.

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Best practices:

Name of the Practice: Skill development

2. Objective of practice- To make the students self-relient.

3. Context- To buildtheir capacity, to create employment

4. Practice- Capacoty Enhancement and skill development workshops
were orgnized.

5. Evidence of Success- The students became self reliant and self
confident to be fit for the job market.

Best Practice-2

2. Name of the practice: Khelega India to Padhega India

2. Objective of practice- To stress the importance betweenthe
sport and the study

3. Context- The students learn the difference between the sport
and the study. They are engaged in sport activities more robustly
and find that studying interested them.

4 Practice- The students started playing and they study properly
by engaging their intrest.

5 Evidence of success- The students became more interested in
sport as well as study.
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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 throng and opt to PG program once they are encouraged by thefacultiesof 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	[View File](#)

7.3.2 - Plan of action for the next academic year

1. To complete the Assessment and Acreditation from NAAC.

2. To organize Capability building and skill enhancement workshops forthe students

3. To conduct value Added courses

4. To conduct training workshop for the Teaching and nonteaching staff

5. To organize extension activities to sensitize the students to various social issues.

6. To organize competitive and career counseling workshop for the students.