



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution	Shivprasad Sadanand Jaiswal College
• Name of the Head of the institution	Dr Ishwar S. Mohurley
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07196220158
• Mobile No:	9421719303
• Registered e-mail	ssjcollege@rediffmail.com
• Alternate e-mail	iqacssjc@gmail.com
• Address	Near Railway Station, Arjuni Morgaon Dist. Gondia
• City/Town	Gondia
• State/UT	Maharashtra
• Pin Code	441701
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural

- Financial Status **Grants-in aid**
- Name of the Affiliating University **Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur**
- Name of the IQAC Coordinator **Dr. K J Sibi**
- Phone No. **8275868234**
- Alternate phone No. **9404118866**
- Mobile **8698959401**
- IQAC e-mail address **iqacsjc@gmail.com**
- Alternate e-mail address **kapgate.laxmi@gmail.com**

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

https://ssjcollege.ac.in/wp-content/uploads/2024/05/14052024_SSJ_AQAR-2022-23.pdf

4. Whether Academic Calendar prepared during the year?

Yes

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

<https://ssjcollege.ac.in/wp-content/uploads/2024/12/Institutional-Academic-Calendar-202324.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	B	2.11	2019	18/10/2018	17/10/2024

6. Date of Establishment of IQAC

15/03/2004

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
Microbiology	Minor Research Project	Research and Development cell, RTMNU, Nagpur	2024, 2 years	300000

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 **03**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

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

- If yes, mention the amount

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

Submission of AQAR 2022-23. Organized induction program for semester I students. Registered ABC ID of the students Established Electoral Literacy Club (ELC). Increased the number of research papers in UGC CARE list journals and publication of books by the faculties. Organized the program in collaboration with (Margeen NGO) Mumbai on the theme of Empowering the Youth. Organized a workshop on IPR and entrepreneurship.

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
Submission of AQAR 2022-23.	Executed
Organize program with NGO, Margeen, Mumbai	Executed
Registration of ABC ID of the students	Executed
Establishment of Electoral Literacy Club (ELC)	Executed
Research project	Executed
Research papers publication in UGC Care listed journals and book publications	Executed
Participation of teachers in National/International Conferences	Executed
Extension activities and outreach program	Executed
Yoga centre and guest room	Executed
Guidance of competitive examinations to students	Executed
Promotion of constitutional obligations	Executed

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

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee (CDC)	27/12/2024

14. Whether institutional data submitted to AISHE

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• Upload latest notification of formation of			View File		

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Name	Date of meeting(s)
College Development Committee (CDC)	27/12/2024
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2023-24	21/12/2024

15. Multidisciplinary / interdisciplinary

The institution has embraced a multidisciplinary approach in alignment with the vision and mission of NEP 2020, ensuring the holistic development of students. This is evident in the diverse streams of programs offered, including humanities, commerce, and science. As part of its commitment to multidisciplinary education, the institution introduced the science faculty in 2008, significantly benefiting students in the region by providing access to quality science education. The institution further promotes flexibility and interdisciplinarity through its curriculum, which includes internal choice within each faculty. Alongside mandatory languages such as Marathi and English, students can select three additional subjects, ensuring a broader academic experience. To enhance academic flexibility, Rashtrasant Tukadoji Maharaj Nagpur University, to which the institution is affiliated, has implemented the Choice Based Credit System (CBCS) across all streams. This system integrates internal assessments, encouraging active student participation through assignments, projects, and seminars. A key element of the institution's multidisciplinary focus is the mandatory Environmental Science course in Semester IV for all streams. The affiliated university requires students to pass this subject as a prerequisite for obtaining a degree, reinforcing the importance of environmental awareness. The institution's distinctiveness lies in its proactive initiatives, including community engagement, environmental education, and value-based programs. These efforts reflect a forward-thinking approach, aligning seamlessly with the principles of NEP 2020 while fostering holistic and multidisciplinary learning.

16. Academic bank of credits (ABC):

Our institution, affiliated with Rashtrasant Tukadoji Maharaj Nagpur University (RTMNU), has taken significant steps to align with the transformative educational framework of NEP 2020. Following the directives issued by RTMNU, the registration process for the Academic Bank of Credit (ABC) was initiated for undergraduate programs in the academic year 2023-24. Additionally, NEP 2020 was implemented for postgraduate programs starting from the same session. To ensure smooth implementation, the institution has constituted a dedicated committee tasked with creating and monitoring the ABC IDs of all enrolled students. In its initial phase, the committee focused on creating awareness among learners throughout the academic session. Students were encouraged to actively participate in this transformative educational initiative, emphasizing the long-term benefits of the

Academic Bank of Credit system. Looking ahead to the academic session 2024-25, when NEP 2020 will be implemented at the undergraduate level, the institution is well-prepared to integrate the ABC framework. During the admission process, the committee ensured that all students were guided to create their ABC IDs as a mandatory requirement. To facilitate this process, the institution provided an accessible online link and a user manual to help students create their IDs efficiently. This proactive approach reflects the institution's commitment to fostering a seamless transition to the ABC system, ensuring that students are equipped to benefit from the flexibility and opportunities envisioned by NEP 2020.

17.Skill development:

Our institution, though not providing traditional vocational education, has integrated several skill development programs within the existing streams of Humanities, Commerce, and Science. These initiatives align with the institution's vision and mission to equip students with value-based education, practical skills, and a strong aptitude for lifelong learning. The institution emphasizes the importance of language proficiency as a foundation for skill development. Marathi, the regional language, and English, the global language, are mandatory for students across various streams. Through the study of literature, students gain insights into human values such as trust, fidelity, compassion, and emotional stability. Additionally, language courses develop essential skills like reading, writing, listening, and speaking. English language lessons further focus on practical applications, including email writing, formal speeches, interviews, and group discussions. Humanities Home Economics equips female students with home management skills and knowledge of nutrition and physical well-being. Geography provides specific skills through experiential learning and offers a Skill-Based Certificate Course in Oratory to develop vernacular communication skills and eliminate stage fright. Creative Arts in literature, including poetry, drama, and short stories, expand critical thinking and foster a deeper understanding of societal values. Science Most subjects in the Science faculty, except Mathematics, are practical-based, ensuring experiential learning. The B.Sc. Computer Science program, launched in 2023-24, focuses on enhancing students' computer skills and preparing them for technology-driven careers. Departments like Physics, Zoology, and Botany offer value-added skill development courses, enriching students with practical knowledge in their respective fields. Commerce Courses like Financial Accounting and Entrepreneurship

Development provide students with hands-on experience in accounting principles and business planning. A self-financed Computer Applications course imparts essential computer literacy, a crucial skill for the modern business environment. The institution collaborates with the Samta Foundation, Mumbai, to offer a fashion design course for female students and local women, empowering them with entrepreneurial skills. Additionally, the Career Katta program supports competitive examination aspirants with dedicated resources and guidance. By integrating skill development into its curriculum and extending these programs to the community, the institution aligns its efforts with national development goals. These initiatives ensure that students are well-prepared for the evolving demands of the professional world while fostering a sense of responsibility, inclusivity, and societal contribution. Through these multifaceted efforts, our institution continues to uphold its mission of providing transformative education that bridges academic learning and practical skill development.

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

The institution currently does not offer online courses that integrate the Indian Knowledge System. However, it incorporates this rich cultural heritage into its offline curricula through various programs and subjects, ensuring students gain a comprehensive understanding of Indian values, traditions, and intellectual contributions. The inclusion of compulsory Marathi and Marathi literature plays a pivotal role in familiarizing students with Indian language, literature, and culture. These courses highlight the works of eminent Indian thinkers, reformers, and literary figures such as Savarkar, Agarkar, Phule, Ambedkar, Vivekananda, Shahu Maharaj, Vinoba Bhave, Dnyaneshwar, Eknath, Namdev, Tukaram, Gadge Baba, Tukadoji Maharaj, Jayant Narlikar, and Mahesh Elkunchwar. Among these, Dr. Ambedkar's lesson, The Future of Indian Democracy, is particularly relevant in the contemporary context, addressing the challenges Indian democracy faces today. These lessons instill constitutional values and moral principles in students, fostering a deep sense of civic responsibility. The Faculty of Humanities offers several subjects that integrate Indian knowledge systems: Political Science: Covers the salient features of the Indian Constitution, Fundamental Rights, and Duties. Sociology and Economics: Examine the caste system, cultural studies in the Indian context, Indian family traditions, and economic policies. History: provides a comprehensive understanding of ancient and modern Indian history.

Geography: Explores Indian climatic conditions, soil types, and geographical diversity. Home Economics: Focuses on Indian family culture and its management. The institution organizes activities like Constitution Day, Voters' Day, and Dr. Ambedkar's Birth Anniversary, which emphasize Indian constitutional values and ethos. These programs aim to enhance students' awareness of their rights, duties, and the importance of national integration. Apart from all, the institution celebrates International Yoga Day on 21 June. Besides these, Compulsory Marathi and Marathi Literature have adopted a skill-based curriculum for the students in view of NEP 2020. The syllabi of the compulsory Marathi and Marathi literature to develop the language skills of the students, such as a collection of proverbs in Marathi, a collection of good thoughts in Marathi, practical assignments for boosting the vocabulary of Marathi, how to make self-introduction in Marathi, applications for jobs in Marathi, how to draft a complaint letter in Marathi, the practice of summary writing, the practice of office communication, how to concentrate on reading in Marathi, etc. Dynamic communication skills are an integral part of the personality development of students, and these components in the syllabi will help them to boost the clarity of thoughts among students. Therefore, the institution is well equipped for the holistic development of the students in the Indian Knowledge System to be implemented in NEP 2020 from Academic Session 204-25 onwards.

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

The affiliated university has initiated to transform its curriculum towards outcome-based education, and naturally, our institution has come under the outcome-based education mode. The institution has made an effort to consolidate all the course outcomes (COs), program Outcomes (POs), Program Special Outcomes (PSOs) and uploaded them on the institutional website for all the stakeholders' perusal. It is the good practice of the institution to make awareness about the outcomes of the courses and programs among the faculties and students. In view of the NEP 2020, the institutional website has been updated with dynamic features such as teachers' profiles and their achievements, etc. Students who do admit to the institution can access the teachers' experience, their specialization, research achievements, and publications in their credits. Students can understand the outcomes of the teachers from the institutional website. Therefore, students shall have an appropriate understanding of their teachers. Students can remotely access the outcomes of their courses and their syllabi from the website of the institution. Teachers can

concentrate on the overall development of the students in view of the NEP 2020. The institution has prepared its action plan to implement the NEP 2020 and also made awareness about the salient features of the NEP 2020 to the Junior colleges through its Connect to School Program.

20.Distance education/online education:

The institution has a lot of possibilities for conducting vocational courses through ODL mode, from digital platforms like SWAYAM & MOOCs to the students. Teachers in the institution have successfully acquired the certificates of short-term courses, orientation programs, and refresher courses through the ODL mode from UGC-HRDCs. This is also possible in the context of students who pursue their education in the institution. The institution has to delineate the possibilities of vocational courses for the students through the ODL mode. The institution has made awareness among the students to promote such vocational courses from the ODL mode. Most of the students have Android mobiles and smartphones with sufficient data packs. More than this, the institution has high-speed internet with a Wi-Fi facility on the campus. The institution has established and developed an IT infrastructure for teaching-learning activities. The ICT Hub in the institution has 40 personal computers with LAN. Besides this, the library has the facility of a Network Resource Centre with 7 computers with LAN. So the institution has the capability of adopting offline/online distance education. The institution has made efforts to train the faculties for the use of technological tools in teaching and learning, such as Google Classrooms, Google Forms, WhatsApp, TestMoz, etc. If the institution has to make widespread awareness among the students, there are enough possibilities for revolution in the vocational courses from the platform of blended learning in view of the NEP 2020. The institution runs an online training program known as "Career Katta" for the guidance of competitive examinations and careers in industries. The students who registered with this ODL mode are largely benefiting from this online training. The institution has received the award for the best principal and coordinator in the Gondia district for running this online guidance program. Overall, the institution has utilized its strengths and potentialities for the large benefits of the students from the rural background.

Extended Profile

1.Programme

1.1	194
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	942
Number of students during the year	
File Description	Documents
Data Template	View File
2.2	471
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	101
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	31
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	42
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	12 Classroom including 1 Seminar Hall
4.2 Total expenditure excluding salary during the year (INR in lakhs)	10.78
4.3 Total number of computers on campus for academic purposes	45

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 institution has a systematic approach to ensuring curriculum delivery through a well-planned and documented process. The Academic Planning Committee under IQAC designs its institutional academic calendar in accordance with the university calendar for effective implementation of the curriculum. Each department has made its plan under the Academic Planning Committee and delivers its plan as per the available working days in the institution. The timetable committee ensures the maximum utilization of the existing classrooms and facilities at the time of timetable preparation. Each department has prepared its own departmental schedule of teaching and learning activities. Teachers are directed to communicate departmental planning, viz., syllabi, question paper patterns, information about university examinations, and the system of evaluation in the university examination, at the beginning of each semester to students. Various tools, IT infrastructure, and internet facilities were used to deliver the curriculum effectively in online and offline modes.

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)

To understand the learning level of the learners, continuous internal evaluation became a mandatory activity at the college. Continuous internalevaluationis an integral part of the teaching and learning process in the institution, and it helps to assess students' academic progress in the prescribed course throughout all semesters. Based on the performance of the students at the academic, sports, and cultural levels, the institution tracks the progress of the students and identifies the talented students to provide an opportunity. Continuous internal evaluation of the students has been conducted based on regular attendance, home assignments, project work, students' seminars, surprise tests, unit tests, tutorial classes, cultural events, debates and students' participation on the programs, etc. Students can self-evaluate their status and progress in overall performance, and these continuous internal evaluation processes help the teacher identify slow learners and advanced learners and provide support as per the needs of the students.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://ssjcollege.ac.in/wp-content/uploads/2024/12/Institutional-Academic-Calander-202324.pdf

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

B. Any 3 of the above

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

03

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)

03

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

138

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

138

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

Our institution is always committed to imparting higher education to economically deprived students and making them responsible citizens of India. The parent university has framed the syllabus and integrated cross-cutting issues into the curriculum. Various subjects have the issues prescribed in the syllabus, such as English, mathematics, zoology, geography, history, commerce, sociology, political science, and so on. The number of girls is higher than the number of boys in the institution. It is a fact that girls are safe and secure on campus. Various programs have been organized to promote gender equity awareness among students and empower women in society. An Anti-Ragging Committee has been established to address student grievances and complaints and create awareness among students on campus and through the institutional website. Environmental Studies is a compulsory subject for semester IV students in all streams. The Department of Botany, Zoology, Geography, and Commerce organized an educational tour to teach knowledge of our surrounding environment, make citizens aware of the impacts of climate change and environmental issues, and encourage them to make a conscious effort to maintain sustainable development. Besides this, the institution is a multi-faculty one, in which most of the cross-cutting issues have been covered in the institution's curriculum.

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

03

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	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

143

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

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)	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://ssjcollege.ac.in/wp-content/uploads/2024/12/Students-Satisfaction-Survey-SSS-2023-24%E2%80%93Google-Forms-Questionnaire.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

1446

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

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

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

919

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

2.2 - Catering to Student Diversity

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

The institution assesses the learning levels of the students and organizes special programmes for advanced learners and slow learners.

Various departments organizes special programmes for advanced and slow learners. The complete Internal Evaluation Processes is explained to the students. On the basis of previous year university marks and unit test result faculty identify the slow and advanced learner. The institution organizes different activity for slow and advanced learner.

For slow learner: Remedial classes-remedial classes are supposed to improve students, specifically in subjects that students haven't done well in examination. Class assignment- Assignments are given to the students to improve the writing skill of the students. Academic counseling is done for the students to solve the problem of the students. Open book test, unit wise tests is carried for the students to improve the writing skills.

For advanced learner: The College has ICT enabled class rooms. The works will be done by the students under the supervision and guidance of teachers. The Faculties of the College organizes a presentation session on subject topic. Many of our students have enrolled for such courses and secured different certifications from various online courses. Guest lecture- The College organizes guest lectures for the advanced learners.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
942	31

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

To ensure the holistic development of the students through student-centric learning, various activities have been carried out. Faculty members have conducted various student centric activities during this period. Apart from 'Online Lecture' method, teachers were more focused on the 'conceptual clarity' of their subject.

Experiential Learning

All the faculties of college conducted various experiential learning activities and students learn their topics through them. Students of various departments undertook research project in semester-V and VI. Different Departments especially Botany, Zoology, Microbiology and Physics organizes the study tour as a field excursion and Hands on Trainings for the students.

Participative Learning

Departments like English, Chemistry, Physics, Mathematics, Zoology, Microbiology and Botany conducted Students Seminar in all semesters. Science departments organized Science exhibition, Poster Competition and celebrated different National and International days.

Problem-Solving Method

While teaching in the class, students participate in the learning process and experience the things in practical. Faculties of our college encourage students to lead their learning by solving their problem and satisfaction. For this, almost all the departments of our college give assignments to the students. Moreover, some of the departments have organized Problem solving sessions after the completion of the syllabus on holidays.

File Description	Documents
Upload any additional information	No File Uploaded
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

2.3.2: Teachers use ICT enabled tools for effective teaching-learning process

In the lockdown period due to COVID-19, online teaching continued with the help of various ICT tools like smart phones, tablets, laptops, desktops, live shows on social media, television and radio. Teachers, students and office staff have adopted these technological changes quickly. Teachers used online platforms like Microsoft Team, Zoom, Webex, Google Meet, Google forms regularly. Teachers frequently use ICT based lecture method for theory and virtual experimentation through Simulation-based practical proved to be helpful in understanding the demo of practical and practiced it at home. Department of Zoology of our college developed QR code for digitalization of Animal taxonomy. Through this tool students can access to animal information i.e. taxonomical classification, habitat, and description with their smart phones. As per the recommendations of the R.T.M. Nagpur University curriculum the part of the animal dissection in Zoology is thoroughly explained & demonstrated by using various ICT tool like videos, photographs, animations etc. Teachers organized webinars during this period. Many faculties have participated in FDPs and RCs in online mode for upgrading themselves. Some faculty members have contributed study material on college website for remote access to students during this period.

File Description	Documents
Upload any additional information	No File Uploaded
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

29

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

31

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

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

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

20

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

16.19

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 college has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. Continuous evaluation is made through Group Discussion, Unit Tests, Assignments Submission and Seminars Presentation. Unit tests are conducted regularly as per the schedule given in academic calendar. The weightage for the unit tests varies as per the concerned faculty. The performance of the students is communicated to the students. Students appearing for Second /third year are asked to deliver the seminars of the concerned subject. Topics are given by their teachers to the students to prepare for power point presentation.

For transparent and robust for internal assessment, the following mechanisms are adopted .

- Question Paper Setting
- Conduct of Examination
- Result display
- Interaction with students regarding their internal assessment.

The method of internal assessment helps the teachers to evaluate the students more appropriately. Due to internal assessment, the interest of the student towards learning and attending the classes has been also increased. The seminar presentation improves the communication skills of the students which is very essential to face the interviews.

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

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

At institute level, Student Grievance Redressal Committee has been formed and details regarding the policy and procedure have been displayed on the college website.

The Grievance Redressal Committee look after college level grievances related to academic and non-academic matters. Grievance redressed cell of the department helps the students to approach for general and personal grievances. After internal assessment, answer books are shown to all students. The internal marks of the students are then displayed on the notice board to ensure transparency in evaluation. The Head of the department primarily redress all grievances about evaluation, including the internal assessment marks awarded to the students. In case of dissatisfaction, the same is put before the Principal.

University decision or information after resolving the grievances is intimated immediately to the concerned departments, once it is obtained through the principal. If student has any grievances related to evaluation of university answer scripts are intimated to the subject handling faculty. After evaluation the answer scripts are given to students to have an idea of their performance in the test. If they come across any doubts, clarification is given which enables them to fare better in future.

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

2.6 - Student Performance and Learning Outcomes

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

Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The Institute has defined learning outcomes in consultation with all respective stakeholders. The faculties of respective subjects have write down the appropriate COs for each course of the program from first semester to final semester through persistent deliberation with different stakeholders.

Programme outcomes (PO) and course outcomes (CO) are indicators for assessment of student performance and achievement of learning objectives. Programme outcomes (PO) and course outcomes (CO) have been defined by every department for the respective courses. Course outcomes (CO) are discussed by faculties with the students during teaching learning process and are also displayed on the college website. At the end of every semester, all the departments evaluate POs and COs by using tools like tutorial and mid-term results, exam results, and yearly feedback, etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://ssjcollege.ac.in/poco-pso/
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.

Based on the progression of students from UG to PG and information about the attainment of jobs from the alumni, the institution has a better understanding of the program outcomes and course outcomes. The institution follows the syllabi designed by RTM

Nagpur University in three programs, B.A., B.Com., B.Sc. and M. Sc. that is also matching with the institutional mission. The absence of English medium education at the school level is a real challenge to the institution as far as the academic progress of the students in higher education. Under these circumstances, our teachers do hard work to manage the progress of the learners during their period in the institution. There is a lack of awareness about higher education institutions among students. Our teachers are aware of the outstanding institutions for further education after the UG programs. Our teachers always guide the students to be admitted to PG programs in quality institutions in the region. Thus the institution has always evaluated the progress and all type of outcomes of the learners on and off campus.

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

2.6.3 - Pass percentage of Students during the year

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

101

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

2.7 - Student Satisfaction Survey

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

<https://ssjcollege.ac.in/wp-content/uploads/2024/12/SSS-of-23-24.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)**

3

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

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

1

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

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

5

File Description	Documents
Report of the event	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

15

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

11

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

Right from the beginning, the institution has been addressing the social issues of the society and serving for the benefits of the society by creating a conducive environment aimed at the holistic

development of the students. Apart from the classroom teaching, the students were sensitized to various social issues leading to the development of social responsibility, helping them to nurture as socially responsible citizens. The NSS unit, the Equal Opportunity Centre, and other departments and committees under the direction of IQAC have planned and organized outreach and extension activities. The institution always collaborates with various government and non-government organizations and organizes different activities in and out of the campus.

The faculties were engaged in the organization of workshops and webinars through online mode and in person mode. The institution has successfully organized a residential NSS camp. Some of the important extension activities organized by the institution leading to sensitize the students are as follows:

- Cleanliness drive in and out of the campus
- Environment awareness drive
- Voter's awareness program in Public
- Meri Mati Mera Desh Program
- Plastic waste collection Campaign
- Shram dan
- Tree Plantation
- NSS Camp
- Eye checkup and Spectacles distribution camp
- Ayushyaman Bharat Card Registration Camp
- Farmer's Meet
- Fashion Design Lab (course for College students and Community people's)

File Description	Documents
Paste link for additional information	https://ssjcollege.ac.in/wp-content/uploads/2024/12/Report.pdf , https://ssjcollege.ac.in/wp-content/uploads/2024/12/Special-Camp-Report-2023-24.pdf , https://ssjcollege.ac.in/wp-content/uploads/2024/12/Advisory-committee-2023-24.pdf
Upload any additional information	View File

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

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

00

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

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

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

10

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

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

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

300

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

04

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

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

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

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution has adequate infrastructure facilities for delivering the process of teaching-learning such as building, classrooms, and laboratories with sufficient equipments and instruments. All departments are having sufficient computing equipments. The college has 18008.58 Sq. Mtr. of land area.

- There are 12 well-furnished spacious classrooms
- LCD projectors are installed in the 7 out of 12 classroom permanently
- Six movable projectors and one OHP (Over Head Projectors)
- Two Interactive Board with Wi-Fithrough modems and routers
- ICT hub with 40 personal computers
- A 40 inch LCD TV for audio video contents
- Portable Amplifiers, USB Speakers including personal Laptops
- Separate reading room with a seating capacity of 50 students and teachers in the library.
- The INFLIBNET, OPAC and M-OPAC facility
- The institution has also provided computers, laptops, printers, printer-cum-scanner to many Departments.
- Reprographic facilities available on the campus
- Portable Podium with inbuilt speaker and cordless microphone and amplifier
- Audio-videos in the form of CDs and DVDs of BBC film version of Shakespeare’s Plays.
- Well facilitate 7 laboratories are available in the institution.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ssjcollege.ac.in/wp-content/uploads/2024/10/18102024_SSJ_Classromms-with-ICT-facility-at-a-glance-2023-24.pdf

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

The most outstanding aspect of the institution is that there is a separate building for Gymnasium, with a built up area of 1726.sq.ft.

- Facilities for outdoor games such as Cricket, Volley-Ball, Basketball, Kabaddi, Kolf Ball and Kho-Kho.
- Facilities for Athletics, Discus throw, Shot Put, Long Jump, High Jump, Cross Country.
- Well-constructed indoor stadium with built up area 965.76 Sq.Mts.
- Facilities for indoor games such as Badminton, Chess, Caroms, Table Tennis and Cricket Pitch with 100.00 Sq.Mts. area.
- Offers practice sessions for the inter-collegiate and University level matches. It also provides Healthy Food Supplements such as Eggs, Milk and Bananas etc.
- Provides Sports Kit for the selected students with 50% discount
- The Gymnasium has a lot of facilities for Health Fitness.
- Facilities for the cultural activities of the students. The Seminar Hall is used as a multi-purpose classroom as well as for conducting small Programs
- Capacity to accommodate any Big Cultural Event on the campus.
- Yoga Center for old people in the morning before the beginning of the classes of students.
- The institution has provided the Gymnasium to Govt. Employees especially Police etc.

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.

12

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

12

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ssjcollege.ac.in/wp-content/uploads/2024/10/18102024_SSJ_Classromms-with-ICT-facility-at-a-glance-2023-24.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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)

10.78

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource

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

The institutional Library has an Integrated Library Management System (ILMS). With Lib-Man Software under the Centralized Campus Management System (CCMS) with the version 2.0.1.5 Lib-Man. The Library has entered all the books in the system and this system manages the information about the books in the library through its facility of Online Public Access Catalogue (OPAC).

- The Library has subscribed to the N-LIST Program (UGC INFLIBNET Consortium)

- Because of other resources available easily in the present context, the use of the INFLIBNET is not enough as per the

expectation of the institution. Some of the teaching staff and students have subscribed to the National Digital Library (NDL), sponsored by MHRD and developed by IIT Kharagpur.

- The teachers in these faculties visit the INFLIBNET for accessing knowledge because many rarer books and journals are also available.

- The Library has a large collection of CDs and DVDs as a resource for knowledge.

- Books on Competitive Examinations such as MPSC, UPSC, Police Recruitments, Clerk Grade Examination, Staff Selection Commission etc.

- Facility of reference books for all subjects and Encyclopedias', English and Marathi Dictionaries and Annual University Reports etc.

- The Library has subscriptions for Hindi Dailies and English Dailies too.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://ssjcollege.ac.in/library/

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

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

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

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

2.0

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

4.28

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

4.3 - IT Infrastructure

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

The institution has updated its IT infrastructure and facilities for the teachers and students and for the administrative staff extensively equipped with modern technologies and facilities.

- Increased the number of desktop computers
- Reprographic facilities for student and teachers
- Installed therooof-mounted LCD Projectors in classrooms.
- One Interactive Board has been installed in one class room and another one in the Department of Geography for use.
- Biometric machine is installed.
- More than 24 CCTV Surveillance cameras installed on the campus.

- Important Desktop computers and Laptops are updated and protected.
- The institution has three Wi-Fi Routers in three different places with 200 MBPS speed; they cover almost all areas of the campus with facility to all.
- Principal's Chamber equipped with a Computer, Printer, Fax Machine and Scanner and Two Air Conditioners and TV with recording of CCTV footage.
- 40 inch LCD TV in the IQAC with LAN for the purpose of teachers for the better understanding of the SSR & AQAR preparation along with one number of desktop computers as well as an attached printer.
- RTM Nagpur University Examination control room in the ground floor of the main building with full IT infrastructure & power back up.

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

4.3.2 - Number of Computers

71

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

10.78

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

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Physical Maintenance:

- Annual Maintenance Contract (AMC) with the Suppliers of certain items and equipment such as Generator, Interactive Boards, Inverters, UPSs, ROs, Water Coolers, Biometric Machine, Computers, LCD Projectors, OHP, Scanners, Printers Electric-Water Heater, Air-Conditioners and Photostat Machines, 5 Fire Extinguishers, Refrigerators, Microwave Ovens, BOD incubators.
- Maintenance buildings is done by the Management Body.
- For Plumbing and Electrical work, the institution has a private contract with a person to repair and maintain such things.

Academic Maintenance:

- The Windowsystem is upgraded with the latest versions.
- The important computers are protected with the up gradation of Antivirus Software.
- The inverters and its batteries in the Administrative Office, and Library and in the Centre of Distance Education, YCMOU are well maintained.

• Gymnasium Building is well maintained by the Department of Physical Education.

Laboratory: All laboratories of the institution have a stock register and at the end of academic year, the stock has been verified. Repairing of burner, cocks, pipeline, fire extinguisher, electrical maintenance, cleaning of basins, and computer repairing etc. are done by private contract persons.

Library: Library has an attendant for smooth functioning.

Sports Complex: Department of Physical Education has a Peon who looks after the normal maintenance of the sports complex (Gymnasium, Store room, playground, Cricket pitch etc.) The Department of Physical Education has a stock register and the Sports Advisory Committee verifies the stock at the end of the academic session.

Classrooms: Cleanliness Committee looks after the maintenance of the class rooms.

File Description	Documents
Upload any additional information	No File Uploaded
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

759

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

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

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

22

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)	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

E. none of the above

File Description	Documents
Link to institutional website	https://ssjcollege.ac.in/wp-content/uploads/2024/12/skil-development-training-program-23-24-by-career-karta.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

00

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

00

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

00

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

26

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

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

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

government examinations) during the year

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.**

00

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)

In order to foster student leadership and engagement in various extracurricular, administrative, and cocurricular pursuits, our college has established a Students' Council in accordance with the MPU Act of 2016. However, due to the decision of the Maharashtra government, the Students' Council has not been established on campus as yet. In the absence of this council, student leaders might have contributed to the university's management, with the President and Secretary of the Students' Council potentially being part of the College Development Committee (CDC). Despite the Students' Council not being formed yet, the university continually

advocates for student leadership and participation in all activities. The NSS Unit organizes numerous events throughout the academic year, relying heavily on NSS volunteers. The NSS unit has played a pivotal role in nurturing students' leadership capabilities on campus, notably through a seven-day special camp in the adopted village. Furthermore, the principal has recommended three deserving students for the IQAC, highlighting their outstanding potential. Student representatives also sit on advisory committees for the library and sports programs, ensuring student involvement in decision-making processes.

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

19

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 institution boasts an official alumni association, which regularly extends invitations to former students who have distinguished themselves in exams like NET/SET and other competitive tests. These accomplished alumni share their life

journeys with current students, serving as a source of motivation and inspiration. Additionally, in accordance with the Maharashtra Public Universities Act of 2016, the College Development Committee includes a representative from the alumni. The Alumni Association convenes meetings on campus to deliberate on the institution's progress, strategize fundraising efforts for campus development, and provide support for students preparing for competitive exams, all while continuing to share their valuable experiences with the present student body.

File Description	Documents
Paste link for additional information	https://ssjcollege.ac.in/alumni-association/
Upload any additional information	No File Uploaded

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The institution has effective leadership in tune with its vision and mission through its Statutory Body, College Development Committee (CDC) and IQAC with adequate democratic functioning.

The Management Body is the supreme body in the organizational structure of the institution. Below this supreme body, there is a Governing Body, College Development Committee (CDC) as per the

Ordinance No. 24 (College Code) and also as per section 97 of the Maharashtra Public Universities Act, 2016. The Governing Body of the institution has three elected teachers' representatives and one elected non-teaching employee. The Principal nominates one of the HoD of the Departments in the institution as member in the CDC. The President and the Secretary of the Management Body are working as the Chairman & member of the College Development

Committee respectively. The Principal nominates four members in the CDC from Education, Industry, Social Service and Alumni. Co-ordinator of the Internal Quality Assurance Cell also becomes the member of the CDC. The Principal is the Member Secretary of the CDC. The College Development Committee approves major decisions finalized in the IQAC and also approves short term perspective plan of the institution in its meeting. The elected teachers' representatives have been inducted as members into the reconstituted IQAC with a purpose to bridge the smooth functioning between IQAC and CDC. The teachers in the IQAC have played a major role in the strategic plan and its implementation in time.

File Description	Documents
Paste link for additional information	https://ssjcollege.ac.in/
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 institution works on the democratic principles of decentralization and participative management for qualitative outcomes. As per the Maharashtra Public Universities Act, 2016 and the affiliating university statutes and ordinances, the governance of the institution is conducted through the College Development Committee (CDC) which consists of members from Management, Education, Industry, Social Service, Research, IQAC Coordinator, a woman teacher representative, two teacher representatives, and a representative of administrative staff. The Principal is working as the Member secretary of the College Development Committee. The participative deliberations of this forum result in decisions/formulation of policies on key issues of the institution. The Principal implements the policies by delegating authority to three faculties in charge, Heads of the departments and coordinators of committees. The faculty act as members of the committees. Regular meetings are held and policies were implemented. AQAR has been prepared through 7 criterion-wise committees in which all teachers actively participated and including the non-teaching staff.

File Description	Documents
Paste link for additional information	Nil
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 IQAC has always made strategic plans for overall qualitative improvement and also with the specific purpose of strategic intervention. The Management Body has an earnest desire to implement the Action Plan of the IQAC. IQAC has identified the requirement for excellence in academic quality sustenance and development. IQAC has set out long-term and short-term goals for the overall development of the institution. College Development Committee and the IQAC augment the infrastructure and its renovation wherever necessary. Most of the classrooms have ICT enabled facilities. Various committees under the IQAC submit their annual plans to be implemented for quality sustenance. Thus institution can effectively deploy manpower for the overall progress of the institution.

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.

Shivprasad Sadanand Jaiswal College is run by Shri Durga Shikshan Sanstha Arjuni/Morgaon, District Gondia. Shri Durga Shikshan Sanstha was registered as per the Bombay Public Trust Act, 1951. The President of the Trust functions as the Chairman of the Governing Body and the Principal functions as the Member Secretary of the College Development Committee (CDC) constituted as per section 97 (1) of the Maharashtra Public Universities Act, 2016. IQAC Coordinator of the institution has been working as the Member Secretary as per section 95(4) of the Maharashtra Public

Universities Act, 2016. Statutory bodies of the institution are functioning in financial matters with utmost transparency and accountability. Appointments, service rules, and procedures comply with the norms laid down by the Government of Maharashtra and RTM Nagpur University from time to time.

File Description	Documents
Paste link for additional information	https://ssjcollege.ac.in/acts-policies-etc/
Link to Organogram of the Institution webpage	https://ssjcollege.ac.in/wp-content/uploads/2022/11/01112022_SSJ_Organogram.pdf
Upload any additional information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	No File Uploaded
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 Institution provides several welfare measures for teaching and non-teaching staff.

- Group insurance scheme of Rs. 42301/- for teaching and nonteaching staff
- Accidental insurance scheme of 40 lakhs for the account

holders given by the Bank of Maharashtra

- Credit Cards are given by the salaried bank to college employees
- The overdraft scheme is run by the bank for needy employees of our college
- Accidental Group Insurance Scheme of 10 lakhs for all the employees of the institution.
- The institution has supported the staff to avail of Home loans & Personal loans from the banks by issuing salary slips for the three months and the process of the loans.
- The institution has also supported taking loans from the Government Provident Fund (GPF) when regular employees are needed.
- The institution provides uniforms and washing allowance to class IV employees.
- The institution also supports employees with medical reimbursement facilities received by Govt. of Maharashtra.

Moreover, all the sports and gymnasium facilities are utilized by the staff members for their physical fitness. Yoga camps are also being organized by the institution for college staff members. Besides this, Gymnasium facilities are also available for employees.

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

03

File Description	Documents
Upload any additional information	View File
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

02

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

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

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

10

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	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The institution has a performance appraisal system for the teaching staff. The teaching staff of the institution follow the Performance Based Self-Appraisal as per the UGC regulations and as per the Direction issued by RTM Nagpur University, Nagpur. Teachers duly fill up the self-appraisal form and submit it with supportive documents for the screening. A Screening Committee is working under the IQAC Coordinator. This Screening Committee verifies API Score based on the documents. After the screening process, the said committee approves the Self-Appraisal file of the teacher and recommends for further process to the Principal. The performance appraisal system for the teaching staff is very supportive and benefits for their promotion under Career Advancement Scheme (CAS). There is a provision for Confidential Reports to the non-teaching staff which is entirely under the jurisdiction of the college principal.

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

The institution is on a grant-in-aid basis. The major source of

the grant is received from the state government for salary and non-salary.

The financial audit is carried out by a Chartered Accountant deputed by the institution who does an internal audit in every financial year. Apart from this internal financial audit, we face two external financial audits.

1. Joint Director, Higher Education Nagpur Division, Government of Maharashtra

2. Auditor General, Govt. of India.

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)

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)	View File

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

The institution has mobilized funds from various resources excluding salaries such as Govt. of India and Govt. of Maharashtra, Fees collected from students, donors and Management. The Principal of the institution has prepared a budget for every financial year and placed it for the approval of the Governing Body, the College Development Committee. The Principal of the institution has prepared the estimate within the budget allocation

and called at least three quotations from the distributors. These quotations are placed before the purchase committee to decide and recommend the distributors based on the lowest quotations and then submitted to the Principal for the further purchasing process. The Principal utilizes the funds for the regular expenditure of the institution.

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

The IQAC of the institution usually frames an Action Plan and ensures that this plan is for the overall development of the institution and the same plan has been placed before the College Development Committee for approval. At the beginning of the session, IQAC allots work distribution through various committees and prepares the academic calendar. All the activities throughout the academic session are monitored by the IQAC and ensure quality assurance strategies. IQAC also allot seven criterion-wise Committees for AQAR preparation. These committees collect documents for QlMand QnMmetrics and submit them to the IQAC. IQAC always encourages the organization of seminars/conferences/workshops/guest lectures, extensions and outreach activities. The IQAC has an action plan for every academic session and accordingly, these plans have been implemented successfully.

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

The teaching-learning process is the backbone of our institution hence it is monitored by the IQAC through the various committees. Incremental improvement has been completed as per the recommendations of the NAAC peer team. IQAC has tried its best to resolve these recommendations within the capability of the institution. Specifically, in the area of ICT facilities, IQAC has taken initiative to improve the ICT facilities in classrooms, an ICT hub with 40 PCs, a library management system and barcoding of the books etc. IQAC encourages teaching and non-teaching faculties for participating in FDP relating to the ICT tools and innovative teaching methods like experiential learning, project-based learning, inquiry-based teaching-learning, use of simulations in teaching etc. The IQAC mainly focuses on the overall qualitative functioning of the institution based on the teaching-learning process for quality enhancement.

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)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	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

Institution has facilities to maintain security and safety on prior basis. The institution organizes self defence workshop for girls students. Institution covers all area by CCTV surveillance. Institution has two girls common room on each floor with napkin wending machine, attached toilet bathroom with water heating facility. Institution promote gender sensitization through extra-curricular activity like

1. In induction programme girl aware about gender sensitization
2. Organizes guest lecture for youth to aware their rights and responsibilities.
3. Girls have equal participation in many competitions and cultural activities.
3. Many girls Participate in sports at college and university level competitions.
4. Gender equality in admission.
5. Institution organizes special skill development programme.
6. Institution celebrates woman's Day with specially invite lady guest to inspire girl's students.
7. Students mentoring programme which establish students-teacher relation to care them.

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 **C. Any 2 of the above**

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

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 institution organizes events to aware students about waste management like, cleanliness drive at college campus, public places, etc.

Solid waste management:

The solid waste is generated in college by daily official and academic work and plants in garden. The waste includes paper, plastics food, glass, plant leaves. The cleaner clean the campus and collect plant dry leaves in dust bin and collect in store place near worm composting plant in college premises. This waste is use for raw material for worm composting. Worm compost utilized for college garden. One side printed paper in office sometimes used for taking print notices and documents for other purposes. Department of chemistry convert old assignment books and practical records into the useful medicine envelope and distribute to local government hospital. The hospitals used that for distribute medicine for their patients.

Liquid waste Management:

The laboratory waste is dumped in soak pit behind laboratory. College has well drainage system but not have waste treatment plant.

Biomedical Waste Manegment: TheInstitute has not generated such biomedical waste.

E-waste Management:

In physics department they are repair mobile chargers and used in physics laboratories for carried out some experiments. This activity is done by students. Other waste includes computer parts, printer parts, electronic devices they try to repair ad use. If not repair they collected in special room and send for scrap.

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 E. None of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: A. Any 4 or All of the above

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

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

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

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

C. Any 2 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	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	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).

Our institution is situated in eastern Maharashtra (Vidharbharegion). In this region have many diversity in cultural art formlike Dandar, Drama play, Lawani, Gondi dance, etc. The institution organizeselocution, dance competition on local cultural art forms andbig annual function for students. Institution promotes the students to participate in such event and perform specially such local cultural events. Students know about local cultural tradition and start to like that.

The local language is Marathi, the institution celebrates the "Marathi Bhasha Diwas"(Rajbhasha Din)to inculcate the dignity among students and know the importance of the mother tongue. To promote marathi language institute organizes Marathi sahitya samelan. The Institutecelebrate social equality week in thatcelebrate Birth anniversary of MahatmaJotibaFuleandDr. B. R. Ambedkar by organizingAssay and elocution competition. Students can participate in regional cultural competition.

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 institution has organized various activities for inculcating constitutional values among the students who shall become the responsible citizens of the India as per the mission such as Constitution Day on 26thNovember 2023, Voters Day on 25 January 2024 and Birth Anniversary of Dr. Babasaheb Ambedkar on 14 April 2024. Speakers of these programs have delivered their speeches focusing on the basic principles of the Preamble such as Political Justice, Social Justice and Economic Justice and also focusing on the fundamental rights of the citizens and the directive principles of the constitution. Speakers have also emphasized the importance of Political Democracy, Social Democracy and Economic Democracy for the survival of the Parliamentary Democracy in our country. They also have spoken about the importance of check and

balance, dissent voices and the role of opposition parties in the proper functioning of the modern democracy. There is an Electoral Literacy Club (ELC) in the institution. In collaboration with National Service Scheme (NSS), Electoral Literacy Club has also organized the program on awareness of voters' right. In this way, the institution has instilled the constitutional obligations among the students as well as employees and other stakeholders.

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

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	View File

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

The institution has regularly organized national and international commemorative days, events and festivals such as the Social

Justice Day on 26th June 2023, birth anniversaries of Mahatma Gandhi and Lal Bahadur Shastri 2nd October 2023, National Unity Day and National Resolution Day on 23 October 2023, birth anniversary of Krantiveer Birsa Munda on 15 November 2023, birth anniversary of Indira Gandhi on 19 November 2023, birth anniversary of Krantijyoti Savitribai Phule on 3rd January 2024, birth anniversary of Rajmata Ma Jijau and Swami Vivekananda, birth anniversary of Netaji Subhash Chandra Bose and Balasaheb Thackeray, birth anniversary of Sant Sewalal Maharaj on 15th February 2024, birth anniversary of Chatrapati Shivaji Maharaj on 19th February 2024, birth anniversary of Sant Gadge Baba on 23rd February 2024, birth anniversaries of Mahatma Jyotirao Phule and Dr. Babasaheb Ambedkar on 10 April 2024 and on 14 April 2024, birth anniversary of Rashtrasant Tukadoji Maharaj on 30th April 2024. The institution has also observed the Martyr's Day on 23 March 2024 in the memory of Shaheed Bhagat Singh's martyrdom. Apart from these celebrations, the institution also celebrated Science Day International Women's Day. All these programs definitely nourish the intellectual quest of the students.

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.

The institution has two best practices Vermicomposting technology and best from waste.

Title of Practice: Vermicomposting Technology

Objectives:

1. Students will be able to compost in a limited space & describe the composting process.
2. Students will get the employment and generate employment.
3. They will turn towards organic farming & contribute for food

security.

4. Will help top maintain the environment pollution free & will get the knowledge of biodiversity of local earthworms.

The Practice:

Two composting tanks were constructed. Organic waste material was collected by the course students from the college campus & filled the composting tank. After that earthworms were released in to the tank. Students were trained through theory as well as practically. The resultant product i.e. vermicompost is applied to the garden plants in the campus.

Title: Best from Waste

Objectives:

- To increase awareness about waste management.
- Inculcate the social responsibility towards society.
- To reduces government expenditure.

The Practice: Dept. of chemistry make medicine envelope from evaluated old practical records and old assignment note books rather than they throw away. Near about 13 kg papers are converted into the useful envelopes and handed to rural hospital Navegaon Bandh, PHC Channa/Bakti.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Our institution actively engages in various extension activities to support the local community, fostering a bond between the institution and its surroundings. These efforts aim to instil values, responsibilities, and a sense of duty toward the community in our students. The initiatives focus on social, economic, health, and environmental issues.

1. Environmental Activities:

Programs like Ozone Day, Wildlife Week, and guest lectures on topics such as the role of honeybees in food security are organized. Activities include organic farming awareness, Miyawaki forest creation, and tree plantation drives both on and off campus. NSS volunteers actively conduct cleanliness and plantation campaigns to promote environmental awareness.

2. Health Initiatives:

The institution organizes health camps, including general and eye check-ups, Yoga Day awareness, and the production of medicine envelopes from waste paper. Other initiatives include Ayushman card registration and cleanliness drives at public and tourist places.

3. Socio-Economic Engagement:

Programs such as voter registration camps, disaster management training, and skill development courses in fashion designing for students and women are conducted. Awareness campaigns on social issues are bolstered by rallies, street plays, and competitions like debates and slogan writing.

4. Other Activities:

Practices like vermicomposting and "Best from Waste" projects further reflect our commitment to social responsibility.

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 institution has a systematic approach to ensuring curriculum delivery through a well-planned and documented process. The Academic Planning Committee under IQAC designs its institutional academic calendar in accordance with the university calendar for effective implementation of the curriculum. Each department has made its plan under the Academic Planning Committee and delivers its plan as per the available working days in the institution. The timetable committee ensures the maximum utilization of the existing classrooms and facilities at the time of timetable preparation. Each department has prepared its own departmental schedule of teaching and learning activities. Teachers are directed to communicate departmental planning, viz., syllabi, question paper patterns, information about university examinations, and the system of evaluation in the university examination, at the beginning of each semester to students. Various tools, IT infrastructure, and internet facilities were used to deliver the curriculum effectively in online and offline modes.

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)

To understand the learning level of the learners, continuous internal evaluation became a mandatory activity at the college. Continuous internalevaluationis an integral part of the teaching and learning process in the institution, and it helps to assess students' academic progress in the prescribed course throughout all semesters. Based on the performance of the students at the academic, sports, and cultural levels, the institution tracks the progress of the students and identifies

the talented students to provide an opportunity. Continuous internal evaluation of the students has been conducted based on regular attendance, home assignments, project work, students' seminars, surprise tests, unit tests, tutorial classes, cultural events, debates and students' participation on the programs, etc. Students can self-evaluate their status and progress in overall performance, and these continuous internal evaluation processes help the teacher identify slow learners and advanced learners and provide support as per the needs of the students.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://ssjcollege.ac.in/wp-content/uploads/2024/12/Institutional-Academic-Calander-202324.pdf

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	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

03

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)**

03

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

138

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

138

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

Our institution is always committed to imparting higher education to economically deprived students and making them responsible citizens of India. The parent university has framed the syllabus and integrated cross-cutting issues into the curriculum. Various subjects have the issues prescribed in the syllabus, such as English, mathematics, zoology, geography, history, commerce, sociology, political science, and so on. The number of girls is higher than the number of boys in the institution. It is a fact that girls are safe and secure on campus. Various programs have been organized to promote gender equity awareness among students and empower women in society. An Anti-Ragging Committee has been established to address student grievances and complaints and create awareness among students on campus and through the institutional website. Environmental Studies is a compulsory subject for semester IV students in all streams. The Department of Botany, Zoology, Geography, and Commerce organized an educational tour to teach knowledge of our surrounding environment, make citizens aware of the impacts of climate change and environmental issues, and encourage them to make a conscious effort to maintain sustainable development. Besides this, the institution is a multi-faculty one, in which most of the cross-cutting issues have been covered in the institution's curriculum.

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

03

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	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

143

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

1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni**

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)	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://ssjcollege.ac.in/wp-content/uploads/2024/12/Students-Satisfaction-Survey-SS-2023-24%E2%80%93Google-Forms-Questionnaire.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

1446

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

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

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

919	
File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
<p>The institution assesses the learning levels of the students and organizes special programmes for advanced learners and slow learners.</p> <p>Various departments organizes special programmes for advanced and slow learners. The complete Internal Evaluation Processes is explained to the students. On the basis of previous year university marks and unit test result faculty identify the slow and advanced learner. The institution organizes different activity for slow and advanced learner.</p> <p>For slow learner: Remedial classes-remedial classes are supposed to improve students, specifically in subjects that students haven't done well in examination. Class assignment- Assignments are given to the students to improve the writing skill of the students. Academic counseling is done for the students to solve the problem of the students. Open book test, unit wise tests is carried for the students to improve the writing skills.</p> <p>For advanced learner: The College has ICT enabled class rooms. The works will be done by the students under the supervision and guidance of teachers. The Faculties of the College organizes a presentation session on subject topic. Many of our students have enrolled for such courses and secured different certifications from various online courses. Guest lecture- The College organizes guest lectures for the advanced learners.</p>	
File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
942	31

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

To ensure the holistic development of the students through student-centric learning, various activities have been carried out. Faculty members have conducted various student centric activities during this period. Apart from 'Online Lecture' method, teachers were more focused on the 'conceptual clarity' of their subject.

Experiential Learning

All the faculties of college conducted various experiential learning activities and students learn their topics through them. Students of various departments undertook research project in semester-V and VI. Different Departments especially Botany, Zoology, Microbiology and Physics organizes the study tour as a field excursion and Hands on Trainings for the students.

Participative Learning

Departments like English, Chemistry, Physics, Mathematics, Zoology, Microbiology and Botany conducted Students Seminar in all semesters. Science departments organized Science exhibition, Poster Competition and celebrated different National and International days.

Problem-Solving Method

While teaching in the class, students participate in the learning process and experience the things in practical. Faculties of our college encourage students to lead their learning by solving their problem and satisfaction. For this, almost all the departments of our college give assignments to

the students. Moreover, some of the departments have organized Problem solving sessions after the completion of the syllabus on holidays.

File Description	Documents
Upload any additional information	No File Uploaded
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

2.3.2: Teachers use ICT enabled tools for effective teaching-learning process

In the lockdown period due to COVID-19, online teaching continued with the help of various ICT tools like smart phones, tablets, laptops, desktops, live shows on social media, television and radio. Teachers, students and office staff have adopted these technological changes quickly. Teachers used online platforms like Microsoft Team, Zoom, Webex, Google Meet, Google forms regularly. Teachers frequently use ICT based lecture method for theory and virtual experimentation through Simulation-based practical proved to be helpful in understanding the demo of practical and practiced it at home. Department of Zoology of our college developed QR code for digitalization of Animal taxonomy. Through this tool students can access to animal information i.e. taxonomical classification, habitat, and description with their smart phones. As per the recommendations of the R.T.M. Nagpur University curriculum the part of the animal dissection in Zoology is thoroughly explained & demonstrated by using various ICT tool like videos, photographs, animations etc. Teachers organized webinars during this period. Many faculties have participated in FDPs and RCs in online mode for upgrading themselves. Some faculty members have contributed study material on college website for remote access to students during this period.

File Description	Documents
Upload any additional information	No File Uploaded
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

29

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

31

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

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

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

20

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

16.19

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 college has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. Continuous evaluation is made through Group Discussion, Unit Tests, Assignments Submission and Seminars Presentation. Unit tests are conducted regularly as per the schedule given in academic calendar. The weightage for the unit tests varies as per the concerned faculty. The performance of the students is communicated to the students. Students appearing for Second /third year are asked to deliver the seminars of the concerned subject. Topics are given by their teachers to the students to prepare for power point presentation.

For transparent and robust for internal assessment, the following mechanisms are adopted .

- Question Paper Setting
- Conduct of Examination
- Result display
- Interaction with students regarding their internal assessment.

The method of internal assessment helps the teachers to evaluate the students more appropriately. Due to internal assessment, the interest of the student towards learning and attending the classes has been also increased. The seminar presentation improves the communication skills of the students which is very essential to face the interviews.

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

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

At institute level, Student Grievance Redressal Committee has been formed and details regarding the policy and procedure have been displayed on the college website.

The Grievance Redressal Committee look after college level grievances related to academic and non-academic matters. Grievance redressed cell of the department helps the students to approach for general and personal grievances. After internal assessment, answer books are shown to all students. The internal marks of the students are then displayed on the notice board to ensure transparency in evaluation. The Head of the department primarily redress all grievances about evaluation, including the internal assessment marks awarded to the students. In case of dissatisfaction, the same is put before the Principal.

University decision or information after resolving the grievances is intimated immediately to the concerned departments, once it is obtained through the principal. If student has any grievances related to evaluation of university answer scripts are intimated to the subject handling faculty. After evaluation the answer scripts are given to students to have an idea of their performance in the test. If they come across any doubts, clarification is given which enables them to

fare better in future.

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

2.6 - Student Performance and Learning Outcomes

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

Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The Institute has defined learning outcomes in consultation with all respective stakeholders. The faculties of respective subjects have write down the appropriate COs for each course of the program from first semester to final semester through persistent deliberation with different stakeholders.

Programme outcomes (PO) and course outcomes (CO) are indicators for assessment of student performance and achievement of learning objectives. Programme outcomes (PO) and course outcomes (CO) have been defined by every department for the respective courses. Course outcomes (CO) are discussed by faculties with the students during teaching learning process and are also displayed on the college website. At the end of every semester, all the departments evaluate POs and COs by using tools like tutorial and mid-term results, exam results, and yearly feedback, etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://ssjcollege.ac.in/poco-pso/
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.

Based on the progression of students from UG to PG and information about the attainment of jobs from the alumni, the institution has a better understanding of the program outcomes and course outcomes. The institution follows the syllabi designed by RTM Nagpur University in three programs, B.A., B.Com., B.Sc. and M. Sc. that is also matching with the institutional mission. The absence of English medium education at the school level is a real challenge to the institution as far as the academic progress of the students in higher education. Under these circumstances, our teachers do hard work to manage the progress of the learners during their period in the institution. There is a lack of awareness about higher education institutions among students. Our teachers are aware of the outstanding institutions for further education after the UG programs. Our teachers always guide the students to be admitted to PG programs in quality institutions in the region. Thus the institution has always evaluated the progress and all type of outcomes of the learners on and off campus.

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

2.6.3 - Pass percentage of Students during the year

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

101

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

2.7 - Student Satisfaction Survey

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

<https://ssjcollege.ac.in/wp-content/uploads/2024/12/SSS-of-23-24.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)**

3

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

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

1

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

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

5

File Description	Documents
Report of the event	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**

15

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**

11

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

Right from the beginning, the institution has been addressing the social issues of the society and serving for the benefits of the society by creating a conducive environment aimed at the holistic development of the students. Apart from the classroom teaching, the students were sensitized to various social issues leading to the development of social responsibility, helping them to nurture as socially responsible citizens. The NSS unit, the Equal Opportunity Centre, and other departments and committees under the direction of IQAC have planned and organized outreach and extension activities. The institution always collaborates with various government and non-government organizations and organizes different activities in and out of the campus.

The faculties were engaged in the organization of workshops and webinars through online mode and in person mode. The institution has successfully organized a residential NSS camp. Some of the important extension activities organized by the institution leading to sensitize the students are as follows:

- Cleanliness drive in and out of the campus
- Environment awareness drive
- Voter's awareness program in Public
- Meri Mati Mera Desh Program
- Plastic waste collection Campaign
- Shram dan
- Tree Plantation
- NSS Camp
- Eye checkup and Spectacles distribution camp
- Ayushyaman Bharat Card Registration Camp
- Farmer's Meet
- Fashion Design Lab (course for College students and Community people's)

File Description	Documents
Paste link for additional information	https://ssjcollege.ac.in/wp-content/uploads/2024/12/Report.pdf , https://ssjcollege.ac.in/wp-content/uploads/2024/12/Special-Camp-Report-2023-24.pdf , https://ssjcollege.ac.in/wp-content/uploads/2024/12/Advisory-committee-2023-24.pdf
Upload any additional information	View File

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

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

00

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

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

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

10

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

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

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

300

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

04

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

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

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

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution has adequate infrastructure facilities for delivering the process of teaching-learning such as building, classrooms, and laboratories with sufficient equipments and instruments. All departments are having sufficient computing equipments. The college has 18008.58 Sq. Mtr. of land area.

- There are 12 well-furnished spacious classrooms
- LCD projectors are installed in the 7 out of 12 classroom permanently
- Six movable projectors and one OHP (Over Head Projectors)
- Two Interactive Board with Wi-Fithrough modems and routers
- ICT hub with 40 personal computers
- A 40 inch LCD TV for audio video contents
- Portable Amplifiers, USB Speakers including personal Laptops
- Separate reading room with a seating capacity of 50 students and teachers in the library.
- The INFLIBNET, OPAC and M-OPAC facility
- The institution has also provided computers, laptops, printers, printer-cum-scanner to many Departments.
- Reprographic facilities available on the campus
- Portable Podium with inbuilt speaker and cordless microphone and amplifier

- Audio-videos in the form of CDs and DVDs of BBC film version of Shakespeare's Plays.
- Well facilitate 7 laboratories are available in the institution.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ssjcollege.ac.in/wp-content/uploads/2024/10/18102024_SSJ_Classromms-with-ICT-facility-at-a-glance-2023-24.pdf

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

The most outstanding aspect of the institution is that there is a separate building for Gymnasium, with a built up area of 1726.sq.ft.

- Facilities for outdoor games such as Cricket, Volley-Ball, BasketBall, Kabaddi, Kolf Ball and Kho-Kho.
- Facilities for Athletics, Discus throw, Shot Put, Long Jump, High Jump, Cross Country.
- Well-constructed indoor stadium with built up area 965.76 Sq.Mts.
- Facilities for indoor games such as Badminton, Chess, Caroms, Table Tennis and Cricket Pitch with 100.00 Sq.Mts. area.
- Offers practice sessions for the inter-collegiate and University level matches. It also provides Healthy Food Supplements such as Eggs, Milk and Bananas etc.
- Provides Sports Kit for the selected students with 50% discount
- The Gymnasium has a lot of facilities for Health Fitness.
- Facilities for the cultural activities of the students. The Seminar Hall is used as a multi-purpose classroom as well as for conducting small Programs
- Capacity to accommodate any Big Cultural Event on the campus.
- Yoga Center for old people in the morning before the beginning of the classes of students.
- The institution has provided the Gymnasium to Govt. Employees especially Police etc.

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.

12

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

12

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ssjcollege.ac.in/wp-content/uploads/2024/10/18102024_SSJ_Classromms-with-ICT-facility-at-a-glance-2023-24.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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)

10.78

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource

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

The institutional Library has an Integrated Library Management System (ILMS). With Lib-Man Software under the Centralized Campus Management System (CCMS) with the version 2.0.1.5 Lib-Man. The Library has entered all the books in the system and this system manages the information about the books in the library through its facility of Online Public Access Catalogue (OPAC).

- The Library has subscribed to the N-LIST Program (UGC INFLIBNET Consortium)
- Because of other resources available easily in the present context, the use of the INFLIBNET is not enough as per the expectation of the institution. Some of the teaching staff and students have subscribed to the National Digital Library (NDL), sponsored by MHRD and developed by IIT Kharagpur.
- The teachers in these faculties visit the INFLIBNET for accessing knowledge because many rarer books and journals are also available.
- The Library has a large collection of CDs and DVDs as a resource for knowledge.
- Books on Competitive Examinations such as MPSC, UPSC, Police Recruitments, Clerk Grade Examination, Staff Selection Commission etc.
- Facility of reference books for all subjects and Encyclopedias', English and Marathi Dictionaries and Annual University Reports etc.
- The Library has subscriptions for Hindi Dailies and English Dailies too.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://ssjcollege.ac.in/library/

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

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

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

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

2.0

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

4.28

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

4.3 - IT Infrastructure

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

The institution has updated its IT infrastructure and facilities for the teachers and students and for the administrative staff extensively equipped with modern technologies and facilities.

- Increased the number of desktop computers
- Reprographic facilities for student and teachers
- Installed therooof-mounted LCD Projectors in classrooms.
- One Interactive Board has been installed in one class room and another one in the Department of Geography for use.
- Biometric machine is installed.
- More than 24 CCTV Surveillance cameras installed on the campus.
- Important Desktop computers and Laptops are updated and protected.
- The institution has three Wi-Fi Routers in three different places with 200 MBPS speed; they cover almost all areas of the campus with facility to all.
- Principal's Chamber equipped with a Computer, Printer, Fax Machine and Scanner and Two Air Conditioners and TV with recording of CCTV footage.
- 40 inch LCD TV in the IQAC with LAN for the purpose of teachers for the better understanding of the SSR & AQAR preparation along with one number of desktop computers as well as an attached printer.
- RTM Nagpur University Examination control room in the ground floor of the main building with full IT infrastructure & power back up.

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

4.3.2 - Number of Computers

71

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

10.78

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

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Physical Maintenance:

- Annual Maintenance Contract (AMC) with the Suppliers of certain items and equipment such as Generator, Interactive Boards, Inverters, UPSs, ROs, Water Coolers, Biometric Machine, Computers, LCD Projectors, OHP, Scanners, Printers Electric-Water Heater, Air-Conditioners and Photostat Machines, 5 Fire Extinguishers, Refrigerators, Microwave Ovens, BOD incubators.
- Maintenance buildings is done by the Management Body.
- For Plumbing and Electrical work, the institution has a private contract with a person to repair and maintain such things.

Academic Maintenance:

- The Windowsystem is upgraded with the latest versions.
- The important computers are protected with the up gradation of Antivirus Software.
- The inverters and its batteries in the Administrative Office, and Library and in the Centre of Distance Education, YCMOU are well maintained.
- Gymnasium Building is well maintained by the Department of Physical Education.

Laboratory: All laboratories of the institution have a stock register and at the end of academic year, the stock has been verified. Repairing of burner, cocks, pipeline, fire extinguisher, electrical maintenance, cleaning of basins, and computer repairing etc. are done by private contract persons.

Library: Library has an attendant for smooth functioning.

Sports Complex: Department of Physical Education has a Peon who looks after the normal maintenance of the sports complex (Gymnasium, Store room, playground, Cricket pitch etc.) The Department of Physical Education has a stock register and the Sports Advisory Committee verifies the stock at the end of the

academic session.

Classrooms: Cleanliness Committee looks after the maintenance of the class rooms.

File Description	Documents
Upload any additional information	No File Uploaded
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

759

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

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

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

22

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)	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	E. none of the above
File Description	Documents
Link to institutional website	https://ssjcollege.ac.in/wp-content/uploads/2024/12/skil-development-training-program-23-24-by-career-karta.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
00	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
00	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

00

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

26

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

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

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

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.

00

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)

In order to foster student leadership and engagement in various extracurricular, administrative, and cocurricular pursuits, our college has established a Students' Council in accordance with the MPU Act of 2016. However, due to the decision of the Maharashtra government, the Students' Council has not been established on campus as yet. In the absence of this council, student leaders might have contributed to the university's management, with the President and Secretary of the Students' Council potentially being part of the College Development Committee (CDC). Despite the Students' Council not being formed yet, the university continually advocates for student leadership and participation in all activities. The NSS Unit organizes numerous events throughout the academic year, relying heavily on NSS volunteers. The NSS unit has played a pivotal role in nurturing students' leadership capabilities on campus, notably through a seven-day special camp in the adopted village. Furthermore, the principal has recommended three deserving students for the IQAC, highlighting their outstanding potential. Student representatives also sit on advisory committees for the library and sports programs, ensuring student involvement in decision-making processes.

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

19

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 institution boasts an official alumni association, which regularly extends invitations to former students who have distinguished themselves in exams like NET/SET and other competitive tests. These accomplished alumni share their life journeys with current students, serving as a source of motivation and inspiration. Additionally, in accordance with the Maharashtra Public Universities Act of 2016, the College Development Committee includes a representative from the alumni. The Alumni Association convenes meetings on campus to deliberate on the institution's progress, strategize fundraising efforts for campus development, and provide support for students preparing for competitive exams, all while continuing to share their valuable experiences with the present student body.

File Description	Documents
Paste link for additional information	https://ssjcollege.ac.in/alumni-association/
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	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The institution has effective leadership in tune with its vision and mission through its Statutory Body, College Development Committee (CDC) and IQAC with adequate democratic functioning.

The Management Body is the supreme body in the organizational structure of the institution. Below this supreme body, there is a Governing Body, College Development Committee (CDC) as per the

Ordinance No. 24 (College Code) and also as per section 97 of the Maharashtra Public Universities Act, 2016. The Governing Body of the institution has three elected teachers' representatives and one elected non-teaching employee. The Principal nominates one of the HoD of the Departments in the institution as member in the CDC. The President and the Secretary of the Management Body are working as the Chairman & member of the College Development Committee respectively. The Principal nominates four members in the CDC from Education, Industry, Social Service and Alumni. Co-ordinator of the Internal Quality Assurance Cell also becomes the member of the CDC. The Principal is the Member Secretary of the CDC. The College Development Committee approves major decisions finalized in the IQAC and also approves short term perspective plan of the institution in its meeting. The elected teachers' representatives have been inducted as members into the reconstituted IQAC with a purpose to bridge the smooth functioning between IQAC and CDC. The teachers in the IQAC have played a major role in the strategic plan and its implementation in time.

File Description	Documents
Paste link for additional information	https://ssjcollege.ac.in/
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 institution works on the democratic principles of decentralization and participative management for qualitative outcomes. As per the Maharashtra Public Universities Act, 2016 and the affiliating university statutes and ordinances, the governance of the institution is conducted through the College Development Committee (CDC) which consists of members from Management, Education, Industry, Social Service, Research, IQAC Coordinator, a woman teacher representative, two teacher representatives, and a representative of administrative staff. The Principal is working as the Member secretary of the College Development Committee. The participative deliberations of this forum result in decisions/formulation of policies on key issues of the institution. The Principal implements the policies by delegating authority to three faculties in charge, Heads of the departments and coordinators of committees. The faculty act as members of the committees. Regular meetings are held and policies were implemented. AQAR has been prepared through 7 criterion-wise committees in which all teachers actively participated and including the non-teaching staff.

File Description	Documents
Paste link for additional information	Nil
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 IQAC has always made strategic plans for overall qualitative improvement and also with the specific purpose of strategic intervention. The Management Body has an earnest desire to implement the Action Plan of the IQAC. IQAC has

identified the requirement for excellence in academic quality sustenance and development. IQAC has set out long-term and short-term goals for the overall development of the institution. College Development Committee and the IQAC augment the infrastructure and its renovation wherever necessary. Most of the classrooms have ICT enabled facilities. Various committees under the IQAC submit their annual plans to be implemented for quality sustenance. Thus institution can effectively deploy manpower for the overall progress of the institution.

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.

Shivprasad Sadanand Jaiswal College is run by Shri Durga Shikshan Sanstha Arjuni/Morgaon, District Gondia. Shri Durga Shikshan Sanstha was registered as per the Bombay Public Trust Act, 1951. The President of the Trust functions as the Chairman of the Governing Body and the Principal functions as the Member Secretary of the College Development Committee (CDC) constituted as per section 97 (1) of the Maharashtra Public Universities Act, 2016. IQAC Coordinator of the institution has been working as the Member Secretary as per section 95(4) of the Maharashtra Public Universities Act, 2016. Statutory bodies of the institution are functioning in financial matters with utmost transparency and accountability. Appointments, service rules, and procedures comply with the norms laid down by the Government of Maharashtra and RTM Nagpur University from time to time.

File Description	Documents
Paste link for additional information	https://ssjcollege.ac.in/acts-policies-etc/
Link to Organogram of the Institution webpage	https://ssjcollege.ac.in/wp-content/uploads/2022/11/01112022_SSJ_Organogram.pdf
Upload any additional information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	No File Uploaded
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 Institution provides several welfare measures for teaching and non-teaching staff.

- Group insurance scheme of Rs. 42301/- for teaching and nonteaching staff
- Accidental insurance scheme of 40 lakhs for the account holders given by the Bank of Maharashtra
- Credit Cards are given by the salaried bank to college employees
- The overdraft scheme is run by the bank for needy employees of our college
- Accidental Group Insurance Scheme of 10 lakhs for all the employees of the institution.
- The institution has supported the staff to avail of Home

loans & Personal loans from the banks by issuing salary slips for the three months and the process of the loans.

- The institution has also supported taking loans from the Government Provident Fund (GPF) when regular employees are needed.
- The institution provides uniforms and washing allowance to class IV employees.
- The institution also supports employees with medical reimbursement facilities received by Govt. of Maharashtra.

Moreover, all the sports and gymnasium facilities are utilized by the staff members for their physical fitness. Yoga camps are also being organized by the institution for college staff members. Besides this, Gymnasium facilities are also available for employees.

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

03

File Description	Documents
Upload any additional information	View File
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

02

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

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

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

10

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	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The institution has a performance appraisal system for the

teaching staff. The teaching staff of the institution follow the Performance Based Self-Appraisal as per the UGC regulations and as per the Direction issued by RTM Nagpur University, Nagpur. Teachers duly fill up the self-appraisal form and submit it with supportive documents for the screening. A Screening Committee is working under the IQAC Coordinator. This Screening Committee verifies API Score based on the documents. After the screening process, the said committee approves the Self-Appraisal file of the teacher and recommends for further process to the Principal. The performance appraisal system for the teaching staff is very supportive and benefits for their promotion under Career Advancement Scheme (CAS). There is a provision for Confidential Reports to the non-teaching staff which is entirely under the jurisdiction of the college principal.

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

The institution is on a grant-in-aid basis. The major source of the grant is received from the state government for salary and non-salary.

The financial audit is carried out by a Chartered Accountant deputed by the institution who does an internal audit in every financial year. Apart from this internal financial audit, we face two external financial audits.

1. Joint Director, Higher Education Nagpur Division, Government of Maharashtra

2. Auditor General, Govt. of India.

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)

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

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

The institution has mobilized funds from various resources excluding salaries such as Govt. of India and Govt. of Maharashtra, Fees collected from students, donors and Management. The Principal of the institution has prepared a budget for every financial year and placed it for the approval of the Governing Body, the College Development Committee. The Principal of the institution has prepared the estimate within the budget allocation and called at least three quotations from the distributors. These quotations are placed before the purchase committee to decide and recommend the distributors based on the lowest quotations and then submitted to the Principal for the further purchasing process. The Principal utilizes the funds for the regular expenditure of the institution.

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

The IQAC of the institution usually frames an Action Plan and ensures that this plan is for the overall development of the institution and the same plan has been placed before the College Development Committee for approval. At the beginning of the session, IQAC allots work distribution through various committees and prepares the academic calendar. All the activities throughout the academic session are monitored by the IQAC and ensure quality assurance strategies. IQAC also allot seven criterion-wise Committees for AQAR preparation. These committees collect documents for QlMand QnMmetrics and submit them to the IQAC. IQAC always encourages the organization of seminars/conferences/workshops/guest lectures, extensions and outreach activities. The IQAC has an action plan for every academic session and accordingly, these plans have been implemented successfully.

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

The teaching-learning process is the backbone of our institution hence it is monitored by the IQAC through the various committees. Incremental improvement has been completed as per the recommendations of the NAAC peer team. IQAC has tried its best to resolve these recommendations within the capability of the institution. Specifically, in the area of ICT

facilities, IQAC has taken initiative to improve the ICT facilities in classrooms, an ICT hub with 40 PCs, a library management system and barcoding of the books etc. IQAC encourages teaching and non-teaching faculties for participating in FDP relating to the ICT tools and innovative teaching methods like experiential learning, project-based learning, inquiry-based teaching-learning, use of simulations in teaching etc. The IQAC mainly focuses on the overall qualitative functioning of the institution based on the teaching-learning process for quality enhancement.

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)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	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

Institution has facilities to maintain security and safety on prior basis. The institution organizes self defence workshop for girls students. Institution covers all area by CCTV surveillance. Institution has two girls common room on each floor with napkin wending machine, attached toilet bathroom with water heating facility. Institution promote gender sensitization through extra-curricular activity like

1. In induction programme girl aware about gender sensitization
2. Organizes guest lecture for youth to aware their rights and responsibilities.
3. Girls have equal participation in many competitions and cultural activities.
3. Many girls Participate in sports at college and university level competitions.
4. Gender equality in admission.
5. Institution organizes special skill development programme.
6. Institution celebrates woman's Day with specially invite lady guest to inspire girl's students.
7. Students mentoring programme which establish students-teacher relation to care them.

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

C. Any 2 of the above

**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 institution organizes events to aware students about waste management like, cleanliness drive at college campus, public places, etc.

Solid waste management:

The solid waste is generated in college by daily official and academic work and plants in garden. The waste includes paper, plastics food, glass, plant leaves. The cleaner clean the campus and collect plant dry leaves in dust bin and collect in store place near worm composting plant in college premises. This waste is use for raw material for worm composting. Worm compost utilized for college garden. One side printed paper in office sometimes used for taking print notices and documents for other purposes. Department of chemistry convert old assignment books and practical records into the useful medicine envelope and distribute to local government hospital. The hospitals used that for distribute medicine for their patients.

Liquid waste Management:

The laboratory waste is dumped in soak pit behind laboratory. College has well drainage system but not have waste treatment plant.

Biomedical Waste Manegment: TheInstitute has not generated such biomedical waste.

E-waste Management:

In physics department they are repair mobile chargers and used in physics laboratories for carried out some experiments. This

activity is done by students. Other waste includes computer parts, printer parts, electronic devices they try to repair ad use. If not repair they collected in special room and send for scrap.

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

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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

C. Any 2 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	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	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).

Our institution is situated in eastern Maharashtra (Vidharbharegion). In this region have many diversity in cultural art formslike Dandar, Drama play, Lawani, Gondi dance, etc. The institution organizeselocution, dance competition on local cultural art forms andbig annual function for students. Institution promotes the students to participate in such event and perform specially such local cultural events. Students know about local cultural tradition and start to like that.

The local language is Marathi, the institution celebrates the "Marathi Bhasha Diwas"(Rajbhasha Din)to inculcate the dignity among students and know the importance of the mother tongue. To promote marathi language institute organizes Marathi sahitya samelan. The Institutecelebrate social equality week in thatcelebrate Birth anniversary of MahatmaJotibaFuleandDr. B. R. Ambedkar by organizingAssay and elocution competition. Students can participate in regional cultural competition.

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 institution has organized various activities for inculcating constitutional values among the students who shall become the responsible citizens of the India as per the mission such as Constitution Day on 26th November 2023, Voters Day on 25 January 2024 and Birth Anniversary of Dr. Babasaheb Ambedkar on 14 April 2024. Speakers of these programs have delivered their speeches focusing on the basic principles of the Preamble such as Political Justice, Social Justice and Economic Justice and also focusing on the fundamental rights of the citizens and the directive principles of the constitution. Speakers have also emphasized the importance of Political Democracy, Social Democracy and Economic Democracy for the survival of the Parliamentary Democracy in our country. They also have spoken about the importance of check and balance, dissent voices and the role of opposition parties in the proper functioning of the modern democracy. There is an Electoral Literacy Club (ELC) in the institution. In collaboration with National Service Scheme (NSS), Electoral Literacy Club has also organized the program on awareness of voters' right. In this way, the institution has instilled the constitutional obligations among the students as well as employees and other stakeholders.

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	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	View File

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

The institution has regularly organized national and international commemorative days, events and festivals such as the Social Justice Day on 26th June 2023, birth anniversaries of Mahatma Gandhi and Lal Bahadur Shastri 2nd October 2023, National Unity Day and National Resolution Day on 23 October 2023, birth anniversary of Krantiveer Birsa Munda on 15 November 2023, birth anniversary of Indira Gandhi on 19 November 2023, birth anniversary of Krantijyoti Savitribai Phule on 3rd January 2024, birth anniversary of Rajmata Ma Jijau and Swami Vivekananda, birth anniversary of Netaji Subhash Chandra Bose and Balasaheb Thackeray, birth anniversary of Sant Sewalal Maharaj on 15th February 2024, birth anniversary of Chatrapati Shivaji Maharaj on 19th February 2024, birth anniversary of Sant Gadge Baba on 23rd February 2024, birth anniversaries of Mahatma Jyotirao Phule and Dr. Babasaheb Ambedkar on 10 April 2024 and on 14 April 2024, birth anniversary of Rashtrasant Tukadoji Maharaj on 30th April 2024. The institution has also observed the Martyr's Day on 23 March 2024 in the memory of Shaheed Bhagat Singh's martyrdom. Apart from these celebrations, the institution also celebrated Science Day International Women's Day. All these programs definitely nourish the intellectual quest of the students.

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.

The institution has two best practices Vermicomposting technology and best from waste.

Title of Practice: Vermicomposting Technology

Objectives:

1. Students will be able to compost in a limited space & describe the composting process.
2. Students will get the employment and generate employment.
3. They will turn towards organic farming & contribute for food security.
4. Will help to maintain the environment pollution free & will get the knowledge of biodiversity of local earthworms.

The Practice:

Two composting tanks were constructed. Organic waste material was collected by the course students from the college campus & filled the composting tank. After that earthworms were released into the tank. Students were trained through theory as well as practically. The resultant product i.e. vermicompost is applied to the garden plants in the campus.

Title: Best from Waste

Objectives:

- To increase awareness about waste management.

•Inculcate the social responsibility towards society.

•To reduces government expenditure.

The Practice: Dept. of chemistry make medicine envelope from evaluated old practical records and old assignment note books rather than they throw away. Near about 13 kg papers are converted into the useful envelopes and handed to rural hospital Navegaon Bandh, PHC Channa/Bakti.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Our institution actively engages in various extension activities to support the local community, fostering a bond between the institution and its surroundings. These efforts aim to instil values, responsibilities, and a sense of duty toward the community in our students. The initiatives focus on social, economic, health, and environmental issues.

1. Environmental Activities:

Programs like Ozone Day, Wildlife Week, and guest lectures on topics such as the role of honeybees in food security are organized. Activities include organic farming awareness, Miyawaki forest creation, and tree plantation drives both on and off campus. NSS volunteers actively conduct cleanliness and plantation campaigns to promote environmental awareness.

2. Health Initiatives:

The institution organizes health camps, including general and eye check-ups, Yoga Day awareness, and the production of medicine envelopes from waste paper. Other initiatives include Ayushman card registration and cleanliness drives at public and tourist places.

3. Socio-Economic Engagement:

Programs such as voter registration camps, disaster management training, and skill development courses in fashion designing for students and women are conducted. Awareness campaigns on social issues are bolstered by rallies, street plays, and competitions like debates and slogan writing.

4. Other Activities:

Practices like vermicomposting and "Best from Waste" projects further reflect our commitment to social responsibility.

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 implement NEP 2020
2. To start the PG programs in Political Science, Geography, Botany and Physics
3. To organize workshop on Intellectual Property Rights (IPR), Entrepreneurship
4. To publish research papers in UGC CARE-listed journals, publish books, and chapters in edited books
5. To increase the extension and outreach programs
6. To set up a New Seminar Hall with 150 Seating Capacity and establish Two Smart classrooms
7. To update the IT facilities and also develop a New Computer Lab
8. To construct the cement road from Main Gate to the Administrative Block by utilizing the MLA Fund
9. To complete the construction of the Two Guest Rooms and Yoga Centre
10. To conduct guidance for competitive examination (Career Khatta)
11. To establish the Acharya Chanakya Skill Development Centre in the institution
12. To organize the programs under the cultural club and sports and games
13. To prepare and submit the AQAR 2023-24
14. To participate in NIRF Ranking and AISHE
15. To strengthen the preparation of the Self-Study Report
16. To promote gender sensitization
17. To conduct quality audit regularly on green audits,

environment audits, and energy audits.

18. To initiate the participation in Electoral Literacy Club (ELC) and Institutional Social Responsibility (ISR) through a Fashion Designing Course under the MoU with Samta Foundation, Mumbai
19. To promote vermicomposting and aquaculture and apiculture projects
20. To promote the Azolla Cultivation