



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	S. S. GIRLS' COLLEGE
Name of the head of the Institution	Dr. N. K. Bahekar
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	07182237039
Mobile no.	9637402707
Registered Email	ssgirls.college1@gmail.com
Alternate Email	ssgc1970@gmail.com
Address	Vitthal Nagar, Ansari Ward, Gondia
City/Town	Gondia
State/UT	Maharashtra
Pincode	441601

2. Institutional Status

Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. J. D. Punde
Phone no/Alternate Phone no.	07182237039
Mobile no.	9421705618
Registered Email	jagendrapund@gmail.com
Alternate Email	ssgc1970@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://ssgcgondia.org/wp-content/uploads/2021/08/ssgc-AQAR-2018-2019.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	http://ssgcgondia.org/wp-content/uploads/2021/08/Academic-Calendar-2019-20.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
3	B+	2.57	2017	12-Sep-2017	11-Sep-2022
2	B	2.36	2011	27-Mar-2011	26-Mar-2016
1	B+	77.60	2004	16-Feb-2004	15-Feb-2009

6. Date of Establishment of IQAC	01-Jul-2003
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Webinar on CCMS module for better administration & financial resources management	19-May-2020 1	97
National webinar on IPR Patent Filing and Plagiarism in Research	25-May-2020 1	729
National webinar on Modern Indian History	29-May-2020 1	156
National webinar on Power of Subconscious Mind & Psychological Wellbeing	30-May-2020 1	135
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

Making the teachers acquainted with the values of institutional accreditation and the new method of NAAC Accreditation

Collaborative quality initiatives by conducting administrative Training Webinar on CCMS module for better administration & financial resources management

National Webinar on IPR Patent Filing and Plagiarism in Research

To arm and strengthen girls and ensure their self protection, a One week Taekwondo training for Girls

COVID-19 Awareness Campaign during Lockdown Period

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Organization of various programmes for students' overall development through Academic as well as Students Centric Associations	Through NSS, Red cross unit and as per College Academic Calender various programmes we're conducted as an opportunity for youth to contribute in nation building like Swachata Campaigning, International Yoga Day, Womens protection awareness program, environmental consciousness and awareness to sensitize students towards the environment, NSS Foundation Day, International Human Right's day, National voter's day, Andhashraddha Nirmulan, various COVID19 Awareness Campaign during Lockdown Period etc.
Organization of gender sensitization programmes	Organised and conduct Breast feeding Week, International Human Right's day, International Women's Day and National voter's day
To ensure gender sensitivity: safety and security	To arm and strengthen girls and ensure their self-protection, conduct a one week Taekwondo training for Girls
To participate in MOOCs on SWAYAM platform	The faculty members participated in the MOOC/ SWAYAM courses.
To organize faculty development programme for teaching and nonteaching staff	Conduct Administrative Training Webinar on CCMS module for better administration & financial resources management
To ensure the participation of faculties in faculty development programmes	Around 50% teaching staff has been participated in Professional Development Programme like Refresher Course, Orientation program, Faculty development Programme. etc.
Organization of Quality Enhancement Activities	Feedback of students on Teachers and syllabus were collected and analyzed., The quality mandates prescribed by NAAC for A & A process have been keenly implemented and tried to excel with the help of teachers, students and

stakeholders.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body

Meeting Date

Internal Quality Assurance Cell

02-Aug-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

31-Jan-2020

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

S. S. Girls' College has installed a cloudbased ERP (Enterprise Resource Planning) to facilitate the academic and administrative matters. This is for E-governance for transparent functioning of Finance and Accounts department of the college. Cloudbased ERP help for maintaining the database of students. This software is also used for student support like issuing Transfer Certificate and Bonafide certificates. We use cloudbased Library management System to manage all the inhouse functions of a library. Moreover, we use MOPAC (Mobile - Online Public Access Catalogue), a smart phonebased Book Search APP offers a Mastersoft cloudbased platform to search a book from college library. The students' scholarship and details has been stored digitally and can be retrieved whenever required. Salary bills are submitted to the treasury through IFMS software. Salary of faculty members and staff is transferred directly to the bank account.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The College has a well-organized system for curriculum delivery and documentation. Academic planning is done before the start of academic year and every department contributes to the preparation of the academic calendar. Academic calendar has been prepared by the committee In-charge & it is put in the observation of IQAC committee. After finalizing by IQAC, it can be implemented for the session. It is displayed on notice board and College Website. Similarly, Time table committee invites workload from all the faculty member's and prepares time-table for upcoming session. Then, all faculty members create their individual time tables. Moreover, faculty maintains the information like individual time table, syllabus, course objective and outcome, teaching plan, lecture notes, assignments, question banks and university question papers. Teachers prepare e-material like PowerPoint presentations, e-notes, etc. Syllabus is prescribed by the university, teachers use innovative method for better delivery of curriculum. Some of the classrooms are equipped with LCD projector and the classroom are equipped with green boards. Besides, the use of conventional method, various other teaching methods like Group Discussion, Demonstrations, PPT Presentations, Allied Projects, Industrial Visits, Practical's, Seminar, Assignments, Videos, Use of charts and graphs etc. are used for effective curriculum implementation. Every department adopts various innovative methods to facilitated the process of teaching and learning. Teachers use Innovative teaching methods. The institution has a well maintained library, with the latest books required for curriculum delivery. Teachers coordinate with the librarian by giving the requirements and ensuring that the list of books needed for their subjects are available for the students. Students are motivated to visit library and some departments have departmental library where students can access books. Our teachers are a part of the university, 01 teacher was Chairperson of Board of Studies & 05 teachers were BOS co-opted members who ensure that the syllabus is updated. Many teachers are paper setters too. Institution encourages all teachers to attend syllabus revision workshop and other FDP programmes to update themselves and ensure effective curriculum deliverance. All faculty member note down their activities of teaching and other related work in their daily dairry. The daily dairry is supervised by the faculty in-charge in weekly basis. The academic performance of students is continuously monitored by class tests, assignments and oral evaluations. Time to time, meeting are conducted by principal and faculty in-charge to ensured submission of assignments, conducting unit test & by-annual tests. Our institution collects feedback on curriculum aspects from students & parents. The faculty members are instructed by the Principal to complete the syllabus within time. If any reasons a faculty fails to finish their syllabus within time, the lecturer arrange extra classes for their subject. At the end of the year, the committee report, departmental report, attendance and daily diary are checked by the principal of the college.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Nil	Nil	Nil	0	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	Nil	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	Nil	Nil
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Home Economics	23
BA	Geography	185
BSc	In Plant Training	8
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>We have developed Feedback System in the form of questionnaire with grading system such as A, B, C, D and E. The mechanism of feedback is divided into four categories viz. students' feedback, parents' feedback, alumni feedback Teacher's Feedback. • Student's feedback: Student feedback is based on two criterions: overall college functioning and teaching learning process. Feedback on overall functioning of the college: it is based on the learning environment of the college. This feedback covers teaching- Learning process, punctuality, communication skills, approach towards the students, sharing of innovative ideas etc. We have emphasized on teacher's innovativeness, use of ICT in teaching methodologies interactive teaching and students' involvement in</p>

learning. We collect individual teachers' feedback and analyze it. The analysis is reported to the head of the institution, IQAC committee for corrective measures and it is communicated to the individual teacher for further improvement.

- **Parents' feedback:** Parents' feedback is based on overall development of their ward and about learning Environment in the college as well as imparting value-based education in their wards.
- **Alumni's feedback:** We have alumni association WAMA whose feedback is based on role of the college in the development of student personality and employability, academic excellence. Also how the institution has helped them to acquire the life skills. Placement cell also takes cognizance of this feedback while organizing training sessions.
- **Teacher's Feedback:** The teacher's feedbacks are taken through Google Forms with relevant questions and all the concerned teachers are asked to fill the form with their suitable suggestions. After then, the feedback reports are analyzed and prepared. The report was put before the IQAC committee and it was discussed thoroughly by the committee members in the presence of Principal. Recommendations and suggestion are considered and is tried to fulfill. Finally, the feedback report is submitted to Principal.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Geography and Home Economics Group	990	474	474
BSc	Home Science	360	123	123
BSc	Fashion Design	90	56	56
MA	Geography	160	22	22
MA	Home Economics	160	16	16
MA	Hindi	160	23	23
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	722	63	21	Nil	5

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used

21	19	56	4	Nil	5
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Under the Mentor system, the full-time teachers of the college are engaged as mentors of each class. At the beginning of the academic session, the class-wise names of the mentors are displayed on the notice board. The mentors are entrusted with the task of monitoring the attendance and academic progress of the students. The mentors maintain the profile of the students which includes their name, contact details, their achievements, hobbies, etc., and this further helps the mentors to track the progression of their mentees. They also keep an eye on their class attendance, class performance and academic progress. They provide primary psychological counselling to those who need them. At the beginning of the academic session, the mentors of first year conduct induction programme for their mentees, whereby they are acquainted with the institution, its goals and mission, the facilities available and the regulations of the affiliating university. A Mentoring Format is prepared by the IQAC to ensure uniformity. Mentors maintain and update the Mentoring Format which contains space for entering particulars related to the type of mentoring. After collecting all necessary information, Mentors offer guidance and counseling, as and when required. Mentors maintain a record of their meetings with their students. At the end of the session, the mentor has to file a report of the type of interactions they had with their mentees and the outcome of the same. The Student Mentoring System, exists as an integral component of the teaching-learning process to encourage and enhance the overall quality of higher education and learning imparted to the students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
785	21	1:37

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
25	21	3	Nil	10

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	Nil	Nil	Nil
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BA	VI	28/10/2020	23/11/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Our college is affiliated to the Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur and is guided by the regulations formulated at university level

regarding syllabi, examination and evaluation. Thus, internal assessment scheme is as per university rules. College has a continuous internal assessment system in which continuous evaluation of students takes place throughout the semester and marks are given for each academic activity performed. Teachers assign innovative projects to students to build and check their creative skills. Class seminars and assignments are taken on topics related to the syllabi to develop the interest in students. Thus, a continuous internal assessment system works throughout the session to evaluate the students on the basis of their daily performance and growth. After starting of the session, students are given a clear understanding of the scheme of evaluation, division of marks based on attendance, tests, assignments and skill development records and other activities organized in the classes. Records of all these are maintained by the respective faculties. The time table for the semester examination is decided by the university. Prior to the end of semester examinations, preparatory examinations are conducted. After the evaluation, students' performance is discussed with the students and necessary suggestions are given for improvement. University examination results are analyzed by the respective departments. Mentors maintain records of all university marks scored by students from entry to exit. Conduction of Internal class test, group discussion, class seminar and assignment is the regular practice of the college and part of the evaluation process. Field based subjects are evaluated on the basis of field report. Some Departments evaluate their Departmental students through organizing debates, extempore, group discussion, seminar presentation etc. For effective implementation of the CIE we discuss and keep meeting with various stakeholders (teachers, non-teaching staffs, students and parents) time to time. This year due to pandemic, online tests and lectures are taken by many subject teachers.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The academic calendar is prepared well in advance. It contains the important dates to guide the teachers and students. The calendar gives general details about the important days /events to be observed, unit tests, model test examination, university semester end examination dates, co-curricular activities, different departmental activities, parent-teacher meeting, Alumni Association meet, vacations, etc. Before the commencement of every semester, respective departments prepare a detailed study plan, prepares its own schedule of co-curricular and extra-curricular activities for their students, the same is informed to the principal as department future plan and some important dates are printed in college prospectus. The time table of internal examinations are prepared and announced in advance through notice which are circulated in classrooms and display on display boards. The schedule of class tests, presentations, class seminars, assignments and other academic events are informed to students well in advance. In the wake of COVID - 19 the activities after March 16, 2020 could not be carried out as planned, but in online mode the possible quality agenda was kept on.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://ssgcgondia.org/wp-content/uploads/2021/08/POPSOCOBABScBFD-2019-2020.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year	Number of students passed in final year examination	Pass Percentage

			examination		
MA	MA	Hindi	13	13	100
MA	MA	Home Economics	6	6	100
MA	MA	Geography	10	10	100
BSc	BSc	Fashion Design	10	10	100
BSc	BSc	Home Science	23	23	100
BA	BA	Geography and Home Economics Group	76	75	98.68

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://ssgcgondia.org/wp-content/uploads/2021/08/SSS-Analysis-2019-2020.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	Nil	0	0

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
IPR Patent filing and Plagiarism in Research	IQAC	25/05/2020

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nil	Nil

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nil

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
Nil	Nil	Nil

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Nil	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Marathi	1	Nill
International	Extension Education	1	Nill
International	Family Resource Management	1	5.3
International	Economics	1	Nill
International	Human Development	1	Nill
National	Home Economics	2	Nill
National	Hindi	2	Nill
National	Economics	1	Nill
National	English	2	5.61

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Political Science	1
English	3
Food and Nutrition	1
Human Development	1
Library	2
Marathi	2
Home Economics	4
History	2
Geography	2

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	Nil	Nil	Nil	Nil

[View File](#)

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nil	Nil	Nil	Nil
View File						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	23	139	9	9
Presented papers	1	7	1	Nil
Resource persons	Nil	Nil	Nil	4
View File				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Yuva Mahiti Doot program	NSS Unit of College	4	209
One Day SRD/NRD selection camp	NSS Unit of all the colleges in Gondia District	6	75
Aids Test	Red cross and College	5	85
International yoga day	District Krida Office and College	3	45
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nil	Nil	Nil
View File			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Ashra Awareness	Police Department	Drama Presentation	1	35

Swachh Bharat Abhiyan	Grampanchayat Karanja	Residential camp	10	75
Health Issues	Government and Private Hospital with Grampanchayat Karanja and NGO	Dental check up, BP, suger, fever, hemoglobin, siclecell, etc check up	4	75
Disaster	Gondia District Disaster	Natural Disasters awareness	4	80
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	0
View File			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Nil	Nil	Nil	Nil	Nil	Nil
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	Nil	Nil	Nil
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3	0.17

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing

Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
LIBMAN	Partially	Cloud Version	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	371	80	Nil	Nil	371	80
Reference Books	112	43138	5	2695	117	45833
e-Books	3135000	5750	160809	5900	3295809	11650
e-Journals	6000	5750	6	5900	6006	11650
CD & Video	76	Nil	Nil	Nil	76	Nil
Library Automation	1	22500	Nil	Nil	1	22500
Others(s pecify)	39	17167	31	13915	70	31082
Others(s pecify)	25	11981	27	15992	52	27973
Others(s pecify)	192	Nil	Nil	Nil	192	Nil

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nil

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwid th (MBPS/ GBPS)	Others
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Existing	41	1	1	2	1	1	2	4	7
Added	0	0	0	0	0	0	0	0	0
Total	41	1	1	2	1	1	2	4	7

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

4 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
3	127407	1	33021

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

There are established system and procedures for maintaining and utilizing physical, academic and supporting facilities- laboratory, library, sports complex, computers, classrooms etc. Institutional mechanism for maintenance of the infrastructure, facilities and equipment's of college Building Infrastructure and Maintenance Committee :

- There is building maintenance committee to look after the maintenance, repair and constructional work related to the building construction, repair and maintenance of the main building and physical infrastructure like water, power supply and gas is looked after by this committee.
- It creates necessary arrangements for adding new academic infrastructure in the college as per the need of the departments/college. It also carries out the repaired civil works in the college such as whitewashing, constructing/ renovating buildings and other repair works.
- All minor faults are attended and repaired by hired technicians, carpenters etc.
- The college has generator system for uninterrupted power supplies.
- Fire fighting equipment's in each floor, fire extinguishers are available in each departments, laboratories, office, library premises etc. are maintained by Fire and Safety committee.
- Maintenance of water purifiers and aqua guards, the college has signed AMC (Annual Maintenance contract) with local agency.
- Maintenance of toilets and service areas are carried by the supporting staff.
- To maintain hygiene and cleanliness college has "sanitary vending machine and Easy burn Machine" Laboratory Equipments'/ Machinery:
- Gas connections pipe lines are checked regularly for any leakage by staff or by any enabled technician.
- Stock taking is done once in a year and maintain stock register by laboratories for keeping a list of chemicals, glassware, and any other instruments used in the laboratories.
- Maintenance of Dead stock registers regularly to keep account of the non functional equipments and machineries etc.
- The Laboratories equipment is maintain at the departmental level by the staff.
- Library: • College Library Advisory committee included Principal , Secretary Two Heads of Departments , One Non-teaching staff member .
- Most concerning purchase, issue and up-gradation of library facilities are decided in this committee.
- The library has restricted the number of borrowings and

also fixed the date of Issue- return. The Library has time table for students to issue return of books. It is display on library notice board to ensure proper circulation of books for a better circulation and utilization of books.

Sports Facility:

- There is sports department, having gymnasium with modern equipment.
- Department organizes various types of indoor and outdoor games such as table tennis, ball badminton, chess, carom and outdoor games such as basketball, hockey, Holly ball etc.

Computers IT Infrastructure :

- Maintenance and up gradation are looked after by computer Maintenance committee from time to time.
- Dead stock register is maintained regularly to keep account of the non- functional equipment like computers, printers, scanners etc
- Annual Maintenance Contracts (AMC) for Office Management System and Library Management System renewed yearly and Local Area Network (LAN), are renewed as per requirement.
- Campus surveillance Cameras, CCTV's are maintained by committee

<http://ssgcgondia.org/wp-content/uploads/2021/08/Procedures-and-policies-for-maintaining-and-utilizing-physical.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	0	0
Financial Support from Other Sources			
a) National	GOI Scholarship, Freeship, EBC, HPCL	722	2439928
b) International	Nil	Nill	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Students Training Programme	02/01/2020	390	District Taekwonodo Association, Gondia
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	competitive examinations	93	Nill	Nill	Nill
2019	career counselling	Nill	73	Nill	Nill
2020		29	Nill	Nill	Nill

competitive
examinations

[View File](#)

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	Nil	Nil	Nil
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	1	BSc (Home Science)	S S Girls College, Gondia	Women's Technical Education & Research SRP Institute, LAD Campus, Seminary Hills, Nagpur	PG Diploma in Dietetics
2019	1	BSc (Home Science)	S S Girls College, Gondia	D. P. Computer Institute, Balaghat (MP)	PGDCA
2019	3	BSc (Home Science)	S S Girls College, Gondia	Department of Home Science, RTM. Nagpur University, Nagpur	MSc (Food and Nutrition)
2019	1	BSc (Home Science)	S S Girls College, Gondia	PG Department of Psychology, Pt. Ravishankar Shukla University, Raipur	MA (Psychology)

2019	2	BA	S S Girls College, Gondia	N M D College, Gondia	MA (Political Science)
2019	2	BA	S S Girls College, Gondia	Jagat Arts, Commerce and Indiraben Harhar Patel College Goregaon	MA (Marathi)
2019	2	BA	S S Girls College, Gondia	Athawale College of Social Work, Bhandara	MSW
2019	2	BA	S S Girls College, Gondia	Vasantrao Naik Govt. Institute of Arts and Social Sciences, Nagpur	MA (Political Science)

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	Nill
SET	Nill
SLET	Nill
GATE	Nill
GMAT	Nill
CAT	Nill
GRE	Nill
TOFEL	Nill
Civil Services	Nill
Any Other	Nill

[View File](#)

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Athletics Meet	Intercollegiate	10
Cross Country Race (10km)	Intercollegiate	5

[View File](#)

5.3 – Student Participation and Activities

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

Year	Name of the	National/	Number of	Number of	Student ID	Name of the
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	award/medal	International	awards for Sports	awards for Cultural	number	student
2019	Nill	Nill	Nill	Nill	Nill	Nill
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student Council was not constituted in the session 2019-20. However, there are some committees in the institute which look after various academic and non-academic aspects headed by faculty and in some cases, students worked members as well. These committee focus their attention on specific process of the college, plan activity and ensure its implementation. They keep meeting periodically and take suitable decisions for effective implementations. Some of these committees are as follows • NSS (National Service Scheme) – It is an integral part of college. It is to inculcate the larger of goal of serving the nation among the student. NSS unit has been regularly conducting activities like blood check -up, street plays, rallies, tree plantation, cleanliness drive etc. Beside this, help in organising residential camp at village. • Library Advisory Committee – Student's representative provides a channel of communication between library and students, Students look into the library requirement, convey notice of library to students, collect suggestions and complaints of students regarding library and put forward to the committee for discussion. • Earn while learn and Entrepreneurship development cell- Students make a plan of canteen, organises and arranged different product exhibition cum cell, participate in different workshops, activities, guest lecture, students involve in co-operative learning, • Students Information and Guidance Centre- Student help to collect different career information, and display it on board. • Cultural Committee- Students representative help in preparation and execution of all the cultural events throughout the academic session like observation of Teacher Day, Organised Independence Day, Republic Day, Farewell Party etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

13000

5.4.4 – Meetings/activities organized by Alumni Association :

Two alumni meetings held during the session. First meeting was held on 01/10/2019 and Second meeting was on 13/03/2020

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Academic Practices: The College has a decentralized governance system which includes work distribution and operations autonomy from Principal to Faculty In-charges, Faculty In-charges to Head of the Departments and Head of the Departments to teachers of the department. The work is delegated to the senior

staff to plan the timetable. Heads have the authority to distribute the workload to the teachers of the department. Teachers have academic authority to conduct periodical tests, assign topics for assignments/projects, to arrange field trips, to conduct workshop/training programs/guest lectures on areas prioritized by the departments etc... Administrative Practices: Administrative duties are delegated to the Head Clerk who along with the non-teaching staff takes care of efficient administration of the college. Each administrative staff is assigned with duties and responsibilities as per the service norms. The financial privileges are allocated to Head of Department for purchase of different requirements of laboratory. At the same, the financial decisions of the institution are in the hands of the Principal and Secretary. Each and every decision regarding academic and institution is finalized after the common consent of the Principal and Management.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	College is affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur. Therefore, college follows the university designed curriculum for undergraduate and post graduate courses. Some of the teachers of the college are the members of Board of studies in their respective subjects and they play a vital role in improving their subject curriculum with new perspective of changing scenario of our contemporary world.
Teaching and Learning	<ul style="list-style-type: none"> The teaching activities are planned as per the Academic Calendar and the faculty members keep academic diary and it reviewed weekly by faculty In-changes. Apart from lecture method, teachers adopt innovative interactive teaching methods to encourage students to critically think and analyse on a topic by using audio-visual aids. The college has nearly 41 computers, 06 laptops, 7 LCD Projectors, 01 MI board and 01 visualizer to enhance the teaching-learning process and provision of internet facility. Students are motivated to prepare their own projects and seminars with the help of internet, library and present it with the help of LCD projector. Some department organizes study-tours, fieldworks and industrial visits for providing virtual practices to the students.
Examination and Evaluation	The final examination of students is conducted as per guidelines and norms of R.T.M. Nagpur University, Nagpur.

Internal evaluation is done by conducting Unit tests on each unit of each subject, conducting a common test examination on a complete syllabus of each subject, conducting test practical at the end of each semester.

Research and Development

- The college has well organized Research Innovation Cell. The Principal and research committee inspires the teachers to prepare research projects, papers and participate in seminars and symposium.
- Ten seminars were taken at college till date by various departments. The financial supports for these seminars are provided by UGC Delhi.
- Four permanent faculty of the college submitted their Ph. D. thesis.
- Teachers are motivated to become Ph. D. guide.

Library, ICT and Physical Infrastructure / Instrumentation

- College has well equipped library which having different sections for reference books, research journals, periodicals, university news and competitive examination books.
- Library equip with OPAC and LIBMAN Software, good numbers of print and online Journal-NLIST.
- College has Network resource centre (Computer Lab) equipped with 22 Computers.
- Enriched Laboratories of various subjects with all necessary instruments.
- Airy and Furnished Classroom.
- Indoor Sport Room and Gym.

Human Resource Management

The college has well defined administrative section and academic sections to look after the employees and students respectively. The college maintains all service records of the employees and keep up to date records of their leaves. College has various committees such as grievance redressal committee, staff and students' welfare committees, for women staff and girl-students, there are separate cells established in the college such as Sex Harassment Gender violation cell, Mahila Takrar Niwaran committee, etc. for their complaints. 'The Grievance Redressal Cell' of the college consists of the representatives from staff members and principal, as head of institution. They organize meetings to discuss about the complaints and justify the complaint in proper way. Suggestion boxes are made available for students. The college has health care centre to provide medical attention to

	faculty and students whenever required.
Industry Interaction / Collaboration	The students from Fashion Designing visit to different industrial institutes and organizations to carry out their internship work. Beside this the college plans to develop industry interaction with the help of career guidance and placement cell to enable girls to seek and get the jobs of their choices.
Admission of Students	The college publishes the prospectus containing the application form and details regarding the rules and regulations of the admission process, faculty activities etc. every year. The duly filled application forms for seeking the admission to the course are collected. Accordingly, the list is prepared based on the merit in the qualifying examination (102 or equivalent) considering the reservation norms. The final list of the candidates is displayed on the notice board. The admission committees are formed every year, which works under the supervision of the principal.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Planning and Development: e-Governance in the area of Planning and Development Implemented in the following forms, • Online updation of Local Enquiry Committee. • Online Preparation of AQAR Report. • Online Financial Management • Online communication with DCUD, RTM Nagpur University for CAS promotions.
Administration	• The college has Biometric attendance for teaching and non-teaching staff. • The college campus is equipped with CCTV Cameras installed at various places. • Some important notices are circulated within staff members through e-mails and WhatsApp group.
Finance and Accounts	• The college uses the cloud-based ERP software for E-governance for transparent functioning of Finance and Accounts department of the college. • Fully computerised office. • Salary bills are submitted to the treasury through IFMS software. • Salary of faculty members and staff is transferred directly to the bank account.

Student Admission and Support	<ul style="list-style-type: none"> • The college has cloud-based ERP software for admission purpose and maintaining student's database. • This software is also used for student support like issuing Transfer Certificate, Bonafide certificates and Library cards through the CMS software.
Examination	The College has the separate Examination room equipped with ICT tools necessary for examination purpose. The equipment's provided by the college such as Separate Desktop Computer and Laptop with Internet Facility for online Papers Downloading and further activities for exam purpose. There is a separate Machine for printing the question papers downloaded from university portal

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	Nil	Nil	Nil	Nill
View File				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	CCMS MODULE FOR BETTER ADM INISTRATIO N FINANCIAL RESOURCES MANAGEMENT	CCMS MODULE FOR BETTER ADM INISTRATIO N FINANCIAL RESOURCES MANAGEMENT	19/05/2020	19/05/2020	60	37
View File						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
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Faculty Development Programmes	1	26/05/2020	30/05/2020	5
Faculty Development Programmes	1	20/04/2020	06/05/2020	17
Faculty Development Programmes	1	11/05/2020	15/05/2020	5
Faculty Development Programmes	1	18/05/2020	03/06/2020	17
Short Term Course	1	14/05/2020	20/05/2020	7
Short Term Course	1	03/02/2020	08/02/2020	6
Refresher Course	2	09/12/2019	21/12/2019	13
Refresher Course	1	22/07/2019	03/08/2019	13
Refresher Course	2	04/11/2019	16/11/2019	13
Refresher Course	1	06/11/2019	19/11/2019	14

[View File](#)

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
PF, Gratuity, Medical Insurance, Loan facility, Staff welfare fund.	Medical Insurance, Loan facility.	Scholarships/ Free-ships, cash prize to meritorious student, Student welfare fund.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The internal audit of the college is carried out by S. V. K. Co., Nagpur. Annual Audit System is followed for checking of records. Mr. Sumit Heda, Chartered Accountants, Nagpur has been appointed for the purpose. Since last several years the same firm is working as a chartered accountant. The staffs of this firm visits once in the year and conduct the audit for the last financial year. The external audit of the college is done by government agencies namely State Government, Joint Director of Higher Education, Accountant General etc. There are no major audit objections and compliances in the auditor's report.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil
View File		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	No	Nill
Administrative	No	Nill	Yes	S. V. K. Co. Nagpur

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Conduct parent – Teacher meet twice a year. On these meetings Feedbacks and suggestions from association has been considered.

6.5.3 – Development programmes for support staff (at least three)

Training to the non teaching staff for Cloud based ERP and library software.
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

<ul style="list-style-type: none"> Online Two Day's National Workshop from Department of Home Science Extension One Day National Webinar on "Quality Improvement Strategies in Higher Education Institutes" from Internal Quality Assurance Cell Various Activities under IQAC as an organiser

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Students Induction Program	24/09/2019	24/09/2019	26/09/2019	450
2020	Taekwondo Students Training Programme	02/01/2020	02/01/2020	25/01/2020	390
2020	COVID-19 Awareness Campaign during Lockdown	25/04/2020	25/04/2020	30/05/2020	2011

	Period				
2020	National Webinar on "IPR Patent Filing and Plagiarism in Research" organized by IQAC	25/05/2020	25/05/2020	25/05/2020	729
2020	One day National Webinar on "Modern Indian History" organized by Department of History	29/05/2020	29/05/2020	29/05/2020	156
2020	National Webinar on "Power of Subconscious Mind Psychological Well being" organised by Department Of Human Development	30/05/2020	30/05/2020	30/05/2020	135
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Breast feeding Week	01/08/2019	07/08/2019	18	Nill
International Human Right's day	11/12/2019	11/12/2019	40	Nill
International Women's Day	04/03/2020	04/03/2020	58	Nill
National voter's day	25/01/2020	25/01/2020	35	Nill
Andhashraddha Nirmulan	31/12/2019	31/12/2019	124	Nill

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

- Van Mahotsav is an annual tree -planting festival in India and as per Maharashtra Govt. 13 Crore tree plantation has to be done all over the state. On this plantation drive our college with the help of forest department organized tree plantation programme at village Dhakni of Gondia District. • During this programme 200 saplings were planted by all the participants. • Besides, College has 'NSS' Unit which conducts activities related to environmental consciousness and awareness to sensitize our students towards the environment. • Save energy initiative is taken by the students union to make students aware about fans and lights to be switched off before leaving the classrooms. • Students prepare short projects on environmental studies.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Provision for lift	No	Nil
Ramp/Rails	No	Nil
Braille Software/facilities	No	Nil
Rest Rooms	Yes	Nil
Scribes for examination	No	Nil
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
View File							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Nil	Nil	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Mahatma Gandhi Birth anniversary	02/10/2019	02/10/2019	40
Sanvidhan Diwas	26/11/2019	26/11/2019	50
Savitribai Phule Birth Anniversary	03/01/2020	03/01/2020	112

Chatrapati Shivaji Maharaj Birth Anniversary	19/02/2020	19/02/2020	100
Shahid Diwas	30/01/2020	30/01/2020	35
Kranti Diwas	10/08/2019	10/08/2019	31
International yoga day	21/06/2019	21/06/2019	35
world population day	11/07/2019	11/07/2019	47
Teacher's day	05/09/2019	05/09/2019	125
Netaji Subashchandra Bose Jayanti	23/01/2020	23/01/2020	60
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Replaced additional tube lights with LED lamps. Students are motivated and encouraged to participate in cleanliness drive. 'Swaachh Bharat' (Clean India) Movement is being regularly organized by the students of our college irrespective of volunteers of NSS Waste paper scraps are collected and given to local paper scrapper for recycling. Tobacco smoking, chewing and use of other tobacco related products are prohibited in the college campus. Ample efforts are done to make college plastic free.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice- I: Title of the Practice: Taekwondo as self defence training for Girls. Goal : To arm and strengthen girls and ensure their self-protection. The Context : It is important to promote harmonious development of Hand, Heart and Head, which enriches the personality of students. Our nation is in dire need of disciplined citizens of integrity and capability. The deterioration and degradation in the society can be set right only by students who are physically, emotionally and intellectually well trained. With every incident, it is becoming more and more imperative for women to know how to protect and defend themselves, if ever the need arises. For a safer world, there's a crucial requirement to teach self-defence to girls from an early age, so that they grow up to become self-reliant, strong and confident individuals. Self-defence would prepare them for any unforeseen circumstance and can also empower them to help others in time of need. The Practice • One week taekwondo training programme was organised for girls' students. • Training was given to girls students under guidance of Inter-nation referee Mr. Dulichand Meshram. • Students were trained with different self defence techniques such as Blocking, Kicking, and Punching etc. • The different techniques of taekwondo were explained practically in detail to students. Evidence of Success : Approximately 300 students in groups were trained and benefitted. Problems Encountered and Resources Required: • Problem encountered during the training programme was that most of the students were having fear mindset of physical injury. • Duration of training programme was short, it needs long duration. • Other than girls' ladies staff needs to be trained. • Moreover, very few trainers are available in the city. As a result resource crunch is major constraint.

Best Practice- II : Title of the Practice: To Disseminate electoral information among students by Celebrating "National Voter's Day" Goal : • To spread awareness about the necessity of voting and to encourage young generation towards the voting rights. • To increase the effective participation

in the electoral process among voters. The Context: • The main objective of election commission is to increase the enrolments of voters, especially the eligible ones. • In 2011, ECI initiated a practice to celebrate the "Voter" on its foundation day, 25th January by celebrating it as National Voters' Day • The main aim is to give the younger generation a sense of responsible citizenship and to encourage them to exercise their new franchise. The Practice: • Hoardings were hoisted on the subject " Voting" • College students facilitate inclusion of voter education among themselves through different co- curricular activities such as poster competitions, essay competition, elocution, rangoli etc. • Slogans were written by students on the walls of schools and colleges to bring voting awareness. • Students performed a play on voting Rights to bring awareness among students. • Voting awareness slogans were posted in social media. • Workshop on EVM VVPAT awareness were organized Evidence of Success: 70 Students who have completed their 18 years of age have registered their names in voter list. Problems encountered and resources required : It was observed that young girls who have completed 18 years of age had lower participation in earlier elections. To overcome the 'youth disconnect' with the electoral process was one of the focus of SVEEP ('systematic Voters' Education and electoral process) programme. The resources were met by college teaching and non-teaching staff.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://ssgcgondia.org/wp-content/uploads/2021/08/Best-Practices-2019-20.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

S. S. Girls' College, Gondia is recognized as one of the most leading purely Girls' college which efforts towards continual improvements with regards to its core vision of student- centred, practically focused quality learning experience. College being a pre-eminent educational institution prepared to meet the challenges of rapidly changing tech-savvy world. Institution maintains its distinctiveness by blending technology with classroom teaching. College has upgraded the teaching learning process through installation of LCD projectors in some class rooms. Besides, computers with printers are made available to some departments for such technology integration. Infrastructure required to operate and support technology integration is continuously upgraded at each level such as basic level electricity, Internet service providers, routers, modems, and personnel to maintain the network. The college has Wi-Fi access points and wired network. The college has upgraded the laboratory facilities with advanced instrumentation and infrastructure. Moreover, job oriented programs are conducted time to time aside conventional courses to impart required skill sets and improve employability.. The efforts are also on to strengthen the research aptitudes amongst the faculty and students. It resulted in receiving good number of publications in journals of National and international repute. All these efforts have enabled the institution to register as one of the leading institute.

Provide the weblink of the institution

<http://ssgcgondia.org/wp-content/uploads/2021/08/Institutional-Distinctiveness-2019-20.pdf>

8.Future Plans of Actions for Next Academic Year

Usage of e-Resources in all the academic departments. To strengthen the staff development facilities by organizing regular training programs and capacity building workshops for both teaching non-teaching staff members. Teachers are to

be encouraged to follow e-learning facilities and to make the students familiar with online teaching and learning. To organise interdisciplinary seminars, workshops and conferences. Provide the platform for nurturing, encouraging and developing innovation and entrepreneurial skills among the students, research scholars and alumni. Academic calendar and proper actions to be implemented in such a level to yield more output to the current structure of academic flexibility. To upgrade the examination internal evaluation system of college through regular online examination. Online feedback received from all the stakeholders and analysed it Providing a student support mechanism for competitive examination. Upgrading the library as a Learning Resources. To enhance upgrade the resources of Laboratory facilities. To introduce increase various Health Care Programs. Making the premises environmental friendly by making it plastic free, minimising use of paper, e waste recycling, quantification of data.