



YEARLY STATUS REPORT - 2021-2022

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 its own campus?	Yes	
• Phone no./Alternate phone no.	07182237039	
• Mobile no	9637402707	
• Registered e-mail	ssgirls.college1@gmail.com	
• Alternate e-mail	ssgc1970@gmail.com	
• Address	Vitthal Nagar, Ansari ward, Gondia	
• City/Town	Gondia	
• State/UT	Maharashtra	
• Pin Code	441601	
2.Institutional status		
• Affiliated /Constituent	Affiliated	
• Type of Institution	Women	
• Location	Urban	

• Financial Status	Grants-in aid				
• Name of the Affiliating University	Rashtrasant Tukadoji Maharaj Nagpur University				
• Name of the IQAC Coordinator	Dr. J. D. Punde				
• Phone No.	07182237039				
• Alternate phone No.	07182236959				
• Mobile	9421705618				
• IQAC e-mail address	ssgc1970@gmail.com				
• Alternate Email address	jagendrapund@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	http://ssgcgondia.org/wp-content/uploads/2022/07/18523-1.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://ssgcgondia.org/wp-content/uploads/2022/03/College-Academic-Calendar-2021-2022.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	B+	2.57	2017	12/09/2017	11/09/2022
Cycle 2	B	2.36	2011	27/03/2011	26/03/2016
Cycle 1	B+	77.60	2004	16/02/2004	15/02/2009
6.Date of Establishment of IQAC			01/07/2003		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest			Yes		

NAAC guidelines		
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File	
9.No. of IQAC meetings held during the year	6	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11.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 One day National Webinar on Eat Smart and Safe Food Now for Healthy Tomorrow.		
Encourage the departments and conduct seven days National Workshop from them on Eating well is the key of healthy life		
Conduct various activities from Incubation Centre in the college		
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	
Organization of various programmes for students' overall development through Academic as well as Students Centric Associations	Through NSS and as per College Academic Calender various programmes we're conducted as an opportunity for youth to contribute in nation building like 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, 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	Organised the Covid -19 Vaccination Awareness Program, Malaria Training & Awareness Program for Students and staff members.
To organize faculty development programme for teaching staff	Online One Day Webinar on "Application of Advanced Teaching Methods in Teaching-Learning Process"
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 analysed.
Organization of Quality Enhancement Activities	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.
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
Internal Quality Assurance Cell	15/03/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	31/12/2022

15. Multidisciplinary / interdisciplinary

S. S. Girls' College, Gondia is affiliated to Rashtrasant Tukadoji Maharaj Nagpur University (RTMNU), Nagpur. The college offers the curriculum to students designed by the affiliating University. At present University curriculum has inherent flexibility which provides varied options to choose as per their interest, aptitude and scope at UG first year for Humanity faculty students. While, Home Science and Fashion Design faculty having predominated subjects. Besides, we have all UG programmes and certificate courses in which students from any stream may join this courses and programmes at their convenience. Moreover, our institution has established trend of imparting human values and ethics, maintaining the physical and mental well-being of the students through various in-campus activities and community engagement. Environmental education happens to be a compulsory part of curriculum of all UG programmes since the affiliating university has the provision of Environment Studies as a part of the syllabi for all second year UG students.

16. Academic bank of credits (ABC):

Our college is affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur and we follow the norms laid down by the university pertaining to the award of degrees. Various decision-making bodies of the universities have already started discussion on ABC and it seems to be implemented as soon as NEP 2020 is officially introduced.

17. Skill development:

The college always caters to the skill development of students giving them opportunity to enhance their basic life skills along with traditional education. With the changing scenario and consequent launching of a New Education Policy (NEP 2020), the institution has its goals to provide scope and support for the upcoming generations in the field of academic, research and skill-based quality education. In this context college conduct some skill-

based certificate courses for students. Apart from this, we conduct guest lectures, programmes and activities on constitutional values and awareness, human values, scientific temper, nonviolence and also a number of designated days are celebrated for grooming our students as sensible and responsible citizens.

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

As per the affiliating university curriculum, the college offers English, Marathi, Marathi Literature, Hindi and Hindi Literature as one of the UG (Bachelor of Arts) programmes under the faculty of Humanities. English is one of the compulsory subjects for 1st year in Bachelor of Science (Home Science) and Bachelor of Fashion design faculty. The faculty members, irrespective of their linguistic background, use local languages in teaching and mentoring process. However, the college library has a collection of books on allied subjects and is a repository of books on languages, art and culture. Students are motivated to participate in the programmes celebrated on days like International Mother Language Day, Marathi Bhasha Gaurav Din and Hindi Diwas. We also organize cultural festival every year in which various events pertaining to Indian Culture and traditions are performed and students take part actively.

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

Our college offers 02 Under graduate programmes under the faculty of Science and Technology and 01 Under graduate and 03 Post graduate programmes under the faculty of Humanities. These programmes are purely attributed to practical applications and outcome-based. Though these programmes are approved and designed by the affiliating university, the Course Outcomes (Cos) and Programmes Specific Outcomes (PSOs) are also categorically devised and delineated in our college website. Hence, students get well equipped with evaluation, analysis, application, and understanding of the subject.

20.Distance education/online education:

Our college engages the lectures and practical through blend method i.e. online and offline. We use various online platforms like ZOOM, Google Meet, etc. and our teachers and students have been acquainted with the online teaching-learning method. Our college has state-of-the-art infrastructure including required and resources of ICT tools that facilitate online education. In many cases, our teachers engage their lectures in physical sites and also keep the option of live telecasting open for the students who are interested in online classes or the students want to attend the lectures from distant places.

Extended Profile

1.Programme

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

File Description	Documents
Data Template	View File

2.Student

2.1	726
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	1015
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	222
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	19
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	27
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	23
Total number of Classrooms and Seminar halls	
4.2	9.86333
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	48
Total number of computers on campus for academic purposes	

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 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. Similarly, Time table committee invites workload from all the faculty member's and prepares time-table for upcoming session. Syllabus is prescribed by the university; teachers use innovative method for better delivery of curriculum delivery. Some of the classrooms are equipped with LCD projector and all the classroom equipped with green boards. Teachers use Innovative teaching methods. The institution has a well-maintained library, with the latest books required for curriculum delivery. Students are motivated to visit library and some departments have departmental library where students can access to books. All faculty member note down their activities of teaching and other related work in their daily dairy. The daily dairy 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. Our institution collects feedback on curriculum aspects

from students & parents. At the end of the year, the committee report, departmental report, attendance and daily diary are checked by the principal of the college.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://ssgcgondia.org/wp-content/uploads/2023/03/1.1.1-College-Program-Guidelines.pdf

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

The institution is adhered to the college academic calendar for the conduct of continuous internal evaluation by following means.

- At the beginning of the session college academic calendar is prepared by the committee and is officially published on notice board and college website.
- College academic calendar comprises various programs such as celebrations of national and international commemorative day, principal address, alumni meet, etc.
- All programs are implemented as per college academic calendar.
- During the session various activities were conducted through online mode by using various platform forms. Some of the programmes were conducted in offline mode also.
- Head of the institution regularly reviews the academic calendar.
- Examination committee regularly monitors the internal assessment process of the students.
- At the end of the session, action taken report are collected from the faculty members and submitted to IQAC.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://ssgcgondia.org/wp-content/uploads/2023/03/1.1.2-Academic-Calendar-Report.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating

B. Any 3 of the above

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

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

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

3

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

2

File Description	Documents
Any additional information	View File
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

97

File Description	Documents
Any additional information	View File
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 integrated with cross cutting issues related to professional ethics Gender, Human Values, Environment and Sustainability into the Curriculum such as:

- Various gender sensitized issues are included in the courses offered by the college, it touches through various subjects in the curriculum such as political science, history, home science extension, hindi and marathi literature etc.
- Various human values programme and issues are taught in subjects like home economics, human development, English, political science etc.
- Environmental related programmes are conducted by biology, geography, etc.
- College promotes environmental protection through treeplantation programme organized by department of biology and NSS unit.
- The college took effort for integration of ethical and human values through extra-curricular activities.
- To promote the national integration by celebrating Independence Day, republic day, national communal harmony week, population day, world literacy day, international Human

Rights Day, national voters' day, international women's day, etc.

- Every year N.S.S. units adopt a village and organized camp through which various programmes activities were conducted. But due to corona pandemic NSS camp was not organized in the current session.

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.	View File

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

2

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
Institutional Data in Prescribed Format	View File

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

20

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

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	http://ssgcgondia.org/wp-content/uploads/2023/03/1.4.2-Feedback-Report.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	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	http://ssgcgondia.org/wp-content/uploads/2023/03/1.4.2-Feedback-Report.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 students admitted during the year

726

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

1015

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 after completion of admission process. Slow and advance learners are identified by various methods such as HSC marks, class test, performance in previous university examination, and students' interaction in the classroom. The Internal Evaluation process is explained to the students in the various programme arranged for the first-year students. The college organizes different activities for slow learners and advanced learners.

Activities for slow learners :

- Extra classes are held for slow learners after the class hours.
- Assignments are given to the students to improve their writing skills.
- Previous University question papers and question bank are provided to students for academic improvement.
- Revision classes are taken after the completion of the syllabus.
- Academic counseling provided to students by mentor to solve

their issues.

Activities for advanced learners :

- Advance learners are encouraged to participate in various competitions like quiz, poster presentation, inter and intra institutional competition etc.
- The subject teacher organizes classroom seminar . They are motivated to do particular projects, and advised to use reference books, journals and internet to sharpen their knowledge.
- Advanced learners are encouraged to prepare for higher studies.
- They are motivated to participate in online certification courses.
- Students are also provided guidance related to various competitive examinations.
- Motivation and Guidance for getting university ranks, appearing and excelling at competitive exams.

File Description	Documents
Paste link for additional information	http://ssgcgondia.org/wp-content/uploads/2022/04/Policy-on-Slow-Learners-And-Advanced-Learners.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
726	17

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 enhance the learning process of the students the college always encourages student centric learning through various methods such as group discussions, quiz competitions, seminar presentations, project

work, etc. in participative learning and problem-solving methodologies. Students are also encouraged to participate in field visit and educational tour organized by the college.

Different student support systems are available in the college like library, computer lab, reading room, etc. Students also learn basic life skills such as, self-defense, Clean environment, and also Personal Hygiene and Sanitation. For the overall development of students various co- curricular and extra-curricular activities are conducted in the college which plays an integral role in allowing a switch over from absorption of information while learning during academic session.

To focus the concentration in various activities, the college has framed many committees including the Cultural Committee, Career Guidance and counseling cell, NSS, etc. In order to inculcate human values, ethics and social responsibility, students are encouraged to participate in different activities.

Most of the Post Graduate and Under Graduate departments conduct student's seminar. In all the PG programmes, there is a compulsory project course that provides adequate opportunity to the students for practicing in problem solving methodology.

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

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

The college promotes the use of ICT in teaching-learning process for ICT has become a key driver to enhance the learning skills and enrich knowledge in all areas of studies. In this context the institution has established its own infrastructure and provided facilities required for the implementation of ICT in teaching and learning. Every department of the college is provided with computers and internet facility.

The teachers used ICT tools like audio-lectures, PowerPoint presentations, YouTube links, e-contents etc. They are also equipped by online search engines and websites to prepare effective presentations. Faculties prepared online quiz for students with the

help of Google Forms.

The students are encouraged to learn and get well acquainted with ICT tools. Teachers also used What's App group, Telegram group, Google classrooms, etc. for teaching and sharing study materials. The ICT tools are also used for disseminating notices and information to students. The college library has facilities to access online journals, MOPAC with advanced search facility, NLIST of INFLIBNET which is made available to students and teaching staff. Teachers organized webinars for students during this session. Students' admission and feedback on various activities is taken up through online ICT tools.

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

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

17

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

18

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

11

File Description	Documents
Any additional information	View File
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

18

File Description	Documents
Any additional information	View File
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 a well-structured, transparent and robust mechanism for evaluation of students. The internal assessment**

mechanism of the college is streamlined as per the directions of the R.T.M.Nagpur University, Nagpur.

- Institution prepares its own academic calendar well before the semester commences based on the University's Academic Calendar. The assessment patterns and methods are communicated to students through online class and Notifications.
- Continuous evaluation is made through Group Discussion, class Tests, Unit Tests, Assignments submission and Seminars presentation. Unit tests and Model Test Examinations are conducted regularly as per the schedule given in academic calendar.
- The Examination and Evaluation Committee prepare the internal examinations' time table. In advance it is communicated to students on WhatsApp group and displayed on notice board. Syllabus for the test is communicated to students by class teachers well in advance.
- Due to covid-19 pandemic lockdown the internal examination of odd and even semester (session 2020-21) were conducted in online mode through Google form.
- Internal assessment is based on quiz, unit tests, class tests, assignments, viva-voce, etc. Weak students are counseled and corrective measures are suggested.

. The Institution's internal assessment is thus completely transparent.

File Description	Documents
Any additional information	View File
Link for additional information	http://ssgcondia.org/wp-content/uploads/2022/04/Policy-Procedure-of-Internal-Evaluation.pdf

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

The college mechanism to deal with the internal examination related grievances is transparent and time bound are in the following manner:

- The college has a Student Grievance Redressal Committee and details regarding their policy and procedure have been displayed on the college website. The students can raise the grievances to the Committee which is put it before the Examination Committee for necessary action.
- After the completion of the examination, scripts are valued by the teachers concerned and the evaluated answer scripts are distributed to the students to maintain the transparency.
- The internal examination grievances such as marks entry problem, absence etc. are firstly redressed by respective head of department. The internal assessment like assignment submission, class test, seminar, project, and practical oral related problems were resolved at college level in respective department.
- The student's internal marks are incorrectly entered or absences due to examination online portal server problem, network issue are resolved by college examination officer communicated to university examination section immediately.
- The grievances related to external examination like absence in paper, wrong mark entry, hall ticket issue, mistake in name and subject were resolved by college examination section.

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

2.6 - Student Performance and Learning Outcomes

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

The Programme outcomes, Programme specific outcomes and course outcomes for all Programmes offered by the institution are stated as follows;

The college is affiliated to Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur and follows the curriculum prescribed by the university time to time. The curriculum of each subject has been designed on outcomes based. All Programme outcomes (POs) and Course outcomes (COs) has been displayed on college website and communicated to teachers and students. Hard copy of Syllabi and course/programme Outcomes are available in the respective departments for ready reference to the teachers and students.

The Programme outcomes and course outcomes are informed to the students and parents at time of admission during counseling. Teachers inform the students about learning outcomes in the classroom at the beginning of each semester and session. Thus, students are made aware of course and programme expectations at the very commencement of the teaching-learning process. The Student Satisfaction Survey (SSS) is also a tool by way of which the college takes feedback on the extent of student attainment of learning outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://ssgcgondia.org/wp-content/uploads/2023/03/CO-PO.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The Programme outcomes and course outcomes are evaluated by the institution using following measures:

The syllabus of the University specifies the learning outcomes for each course. Teachers evaluate attainment of Course Outcomes and Programme Outcomes through the evaluation system and individual assessment of the students. Teachers collect information for measuring the attainment of outcomes by using direct and indirect methods.

The evaluation is carried out through internal and external examination. The internal assessment process includes unit test, assignment, class test, seminar, and project etc. External assessment includes university theory examination and practical examination; these are the direct methods of attainment. Indirect assessment method includes employability and progression to higher education.

Result analysis helps teachers to improve or modify their teaching. Performance of students in assignments and tests helps in determining the level of student learning. The Programme outcomes and course outcomes are evaluated through another method such as performance in co-curricular and extracurricular activities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://ssgcgondia.org/wp-content/uploads/2022/04/Policy-on-Program-Outcomes-and-Course-Outcomes-and-Attainment.pdf

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

234

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)

<http://ssgcgondia.org/wp-content/uploads/2023/03/S.S.-Girls-College-Gondia-Student-Satisfaction-Survey-SSS-2021-2022.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	View File
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 teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

4

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

College has established incubation centre in session 2020-21. The chairperson of the centre is Dr. N. K. Bahekar, co-ordinator Dr. G.

A. Bhalerao and Dr. K. M. Rajabhoj as a member. As per the university guidelines, the Centre changed to 'Incubation Center & Entrepreneur Skill Development Cell from this session. The basic aim of centre is to take initiatives for creation and transfer of knowledge amongst the students. College has signed MoU with Pratibha Institute of Business Management, Pune, on dated 01/12/2021. Under this MOU college conduct various workshop on different topics which help to transform the knowledge of students.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

6

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	http://ssgcgondia.org/about-research-cell/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

1

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

9

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

S. S. Girls' College Gondia has actively organizing and participating in various extension activities and outreach program to promote the Institute-Neighborhood community to sensitize the

students towards community needs. The Institute believes in not only promoting the societal and community activities to sensitize students but also leading in shaping the students and faculty and staff into responsible citizens of the nation and imparting all round development of students in each vertical. Extension Activity Cell and NSS Unit inculcate this awareness and goodness through various program like Cleanliness, Gender sensitization, Health, Hygiene and Environment Awareness, Plantation drive, Physical and Mental health awareness, Blood testing camps, Women Development and Empowerment activities etc. The extension activities conducted during the session made positive impact on the students and it help to develops student community relationship, leadership skill and self-confidence amongst them.

File Description	Documents
Paste link for additional information	http://ssgcgondia.org/extension-activities-2/
Upload any additional information	View File

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

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

0

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

3.4.3 - 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

3.4.3.1 - 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

3

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

130

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

3.5 - Collaboration**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year****3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	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 college is located in the main city which is most convenient for transportation facility for girls. The college has well developed, infrastructure and facilities. The college has a practice of commonly sharing physical infrastructure between departments. The institution enhances its infrastructural facilities and creates opportunities for the students to utilize the infrastructure by updating the labs, classrooms, equipment etc. Separate Classrooms and Labs are available for Post Graduate courses. Library having thousands of books provides knowledge resource to all students with the help of OPAC. The office has cloud-based CMS. The fully computerized Library uses LIBMAN software and well stack room, reading hall.

Gymnasium with recent technology is available for students and faculties. Separate Examination control room and Data Centre for processing and serving college information is available in the college which is having printing facility with internet connectivity. Emergency power backup is provided by installing Generator in the college premises which properly sustained in power cut off situation. Other facilities like Canteen, safe drinking water, Girls common room are provided for students. The rooms is provided for NSS in the college premise. All the activities in the

college premises are monitored by cameras located at various positions.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ssgcgondia.org/physical-infrastructure/

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

Cultural Activities are very important and integral part of a student's life. For motivating the students towards cultural activities our institute organizes many competitions such as Singing (Group and Solo), Dance (Group and Solo), Rangoli, Mehendi, Best out of Waste, Dress Competition, mono act play, Dish competition, etc. every year at the time of Annual Cultural Meet. There are separate in charges for various events mentioned above. Winners are felicitated in Annual cultural Meet with certificates, mementos and prizes. Students are encouraged also to participate in intercollegiate cultural activities organized by other institutes as well as by university. Also, the students are encouraging to participate and show their hidden talent in various cultural events organized by institute during Gandhi Jayanti, Women's Day, World Environment Day, wildlife week, intra collegiate activities like Poster making, Painting, Debate, Essay writing etc. We avail sister institute playground for outdoor games due to limited area of college campus. The physical education department is having separate space for indoor games such as Table tennis, Chase, Carom, etc. A gymnasium for students and staff has modern equipment's. we have a stage in college campus where we conduct varies cultural and yoga programs.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ssgcgondia.org/physical-infrastructure/

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

4

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ssgcgondia.org/it-infrastructure-2/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

9.86

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

4.2 - Library as a Learning Resource

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

- Name of ILMS software : Cloud based ERP CCMS - Centralized Campus Management System
- Nature of automation (fully or partially) : Fully Automated
- Version : Cloud Based
- Year of Automation: Desktop Version - From the Year 2008 to 2018 &
- Cloud Based Version - The Year 2019 onwards

CLOUD LIBRARY: Library Management System (LIB-MAN) is extremely combined, user friendly, and well-suited system for complete computerization of all the in-house operations. College library having collections of total 32117 books on various subject, 22 journals

subscribed national and international level. All the collections are in build in Libman Software.

M-OPAC is the online public access catalogue which is accessible through mobile.

1) M-OPAC for Users: by this user can access library from anywhere with their smartphones after the login in M-OPAC. Now the "Library Visitor's Management" feature user needs to scan library QR code which is available in entrance of library as Digital entrance in Library.

2) M-OPAC for Library staff: This is for Library Administration, for library staff. Library staff can use this to do all functioning on smart phone.

For the digital collection we have of N-LIST Subscription.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://ssgcgondia.org/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)

0.06

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

3.1 %

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

Our college always try to updates IT facilities. College is equipped with ICT infrastructure in some departments for effective dissemination of Theoretical and practical knowledge. Thecollege has the internet speed in the campus is about100 Mbps. Some classrooms are equipped with Projectors for effective teaching and learning process. High speed internet facility through LAN network is provided to Departments and administrative office. Internet connectivity is available in the college premises through high-speed secured Wi-fi 24/7. Computer department is equipped with computers, it is useful for Students and faculties. The college facilitates students for registration process for various scholarships Like GOI, free-ships, EBC, etc. The college has ICT enabled seminar hall capable of conducting conference, meetings and cultural meets. The seminar hall is also used for various guest lectures, presentations, Student Induction Program and other student related co-curricular activities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://ssgcgondia.org/it-infrastructure-2/

4.3.2 - Number of Computers

48

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
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)**

9.86

File Description	Documents
Upload any additional information	View File
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.

College has well established system and procedures for maintaining and utilization of physical, academic and supporting facilities are as follows;

- We have Physical Infrastructure facility committee which look after the maintenance, repair and constructional work of college building.
- Necessary arrangement for academic infrastructure in the college as per the requirement are carried out. Civil works such as white washing building renovation and other repair works are also carried out.
- Minor faults in infrastructure of the college are attended by technicians.
- Fire equipment's such as extinguisher, hosiril pipes etc. are installed in prime locations of the college and are maintained regularly.
- College has sanitary vending machine and installed incinerator which is maintained regularly
- Department maintains the laboratory equipment's and other facility in the form of records.
- All kinds of library facility available in the college are well maintained by college Library Advisory committee headed by Hon'ble Principal.
- College has sports department which organises various types of indoor and outdoor games. It also has gymnasium with modern equipment's
- College has IT infrastructure committee which look after Computer, Internet facility maintainence, CCTV maintenance etc., and are renew yearly.
- College has well equipped class room with necessary teaching learning facility.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ssgcgondia.org/wp-content/uploads/2022/05/Policy-Document-on-Infrastructure-Maintenance.pdf

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	
500	
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	
0	
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	A. All of the above

File Description	Documents
Link to Institutional website	http://ssgcgondia.org/capacity-building-skill-engagement/
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

369

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

369

File Description	Documents
Any additional information	View File
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

B. Any 3 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

26

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

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

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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.

1

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

Student Council is formed, every year, according to the guidelines of affiliating University, i.e. RTMNU (Rashtrasant Tukadoji Maharaj, Nagpur University) Nagpur. It plays crucial role to keep the college

environment healthy and well functioned. Due to participation of students, it is easy for the college to conduct various activities, like cultural, recreational, sports, awareness and education and also provide society commitment services through NSS and other cells. Since the university elections have not been conducted for the last three years, we constituted student council for our college by nominating students from various categories and classes on the basis of highest marks securing in the previous examination. Besides this, the student's representative in CDC (College Development Committee) plays an important role in various activities regarding administrative, co-curricular and extracurricular events. Students from sports, NSS and cultural stream also plays vital role in supporting in such activities. Students' have organized important activities like Tree plantation, Blood donation, Women conscious awareness programs, Career development, Rallies on water conservation and management, Awareness of pulse polio through Swachhata Campaign, Cultural and Awareness program at adopted village through NSS special camp, Rangoli competition, Welcome and farewell function of the students, etc.

File Description	Documents
Paste link for additional information	http://ssgcgondia.org/wp-content/uploads/2023/03/5.3.2-SRC-Documents.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

38

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

5.4 - Alumni Engagement

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

The College has an Alumni Association named as WAMA (Women Alumni Modern Association). The association was formed in the session 2003-04. The college offers extensive support to students and, the institution in ways that multiply the opportunity and enhance the skill sets of students. The alumni association of our college has been actively working to meet the objective of being a bridge between alumni and the institution. Alumni of the college contributed both financially and non-financially over the year in growth and development of the students.

The alumni association of our college organized meeting every year. It developed areas such as career growth, skill development, and other related students development topic like training programmer for earn money.

File Description	Documents
Paste link for additional information	http://ssgcgondia.org/alumni/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

College has a great vision "Yatra Naryastu Pujayante: Ramante Tatra Devtah" which clearly reflects the full dedication for the cause of women's education. Our vision is based on the great visionary late shri. Maharshi Karve. Our college comes under Gondia Education Society which is founded by Late shri. Manoharbai ji Patel, a great visionary and philanthropist. Our vision reflects that unless and until women are educated the society cannot go ahead. We are committed to empower women by providing quality education and making her personality multifaceted.

Our mission is "We at S. S. Girls' College, Gondia are committed to excellence in Women's Education, empowering personalities, intellectually, artistically and emotionally skills of Head, Hand and Heart and developing responsible members of society" which clearly believes in imparting the kind of education that enables women to become responsible, self-sufficient, independent and empathetic global citizen.

Our vision and mission is in tune and strictly adheres in providing value oriented, skill based and globally competent education to women for their holistic development.

File Description	Documents
Paste link for additional information	http://ssgcgondia.org/
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 college has 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 entrusted to time table committee for planning and making timetable. Head of the department distribute the workload to their subordinate teachers. Teachers of the respective departments conducts periodical test, assignment, projects, arrange field trip, conduct workshop and

training program, organize guest lecture on specialized area etc.

Administrative duties are discharged by head clerks who with the help of non-teaching staff works efficiently in the college. Each and every administrative staff of the college discharge their duties as per the service norms.

Head of Department has financial privileges to purchase of different laboratory equipment's and other requirements. College financial decision regarding academic and administrative is fully taken up and finalized by Principal with the consent of management.

File Description	Documents
Paste link for additional information	http://ssgcgondia.org/wp-content/uploads/2022/04/ORGANOGRAM.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional perspective plan is effectively deployed as follows;

- The college itself prepare perspective plan keeping in view of higher education policies.
- The perspective plan of the college was prepared by IQAC committee and is approved by principal.
- The perspective plan comprises quality assurance indicators of seven criterions of NAAC.
- The perspective plan of the college is uploaded on website for the stakeholders.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://ssgcgondia.org/wp-content/uploads/2022/03/Perspective-Plan-Letter-Head-2.pdf
Upload any additional information	No File Uploaded

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

The college is affiliated to Rashtrasant Tukadoji Maharaj Nagpur University and it is recognised under section 2(f) and 12(B) of UGC Act 1956. The appointments, service rules procedure are followed with the norms laid down by Government of Maharashtra and UGC. Moreover, the college is run by the registered management named 'Gondia Education Society Gondia'. The college has developed its own mechanism for the academic and administrative activities by adopting the policy of decentralization and democratization process. The participation of all the stakeholders is enhanced by constituting various statutory and non-statutory cells and committee. Proposals for academic purpose are generated and examined under careful consideration. The proposals have been sent for recommendations before IQAC and subsequently to Principal to CDC (College Development Committee) and Governing Body. The academic activities are coordinated by the Head of the departments, Faculty In-charges, IQAC and Principal.

File Description	Documents
Paste link for additional information	http://ssgcgondia.org/wp-content/uploads/2023/03/Code-of-Conduct.pdf
Link to Organogram of the institution webpage	http://ssgcgondia.org/wp-content/uploads/2022/04/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

D. Any 1 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The Institution maintains several welfare measures for teaching and non-teaching staff. Some are briefed as below.

- The college has a registered Karmachari Sahakari Path Sanshtha for the financial well-being of teaching and non -teaching staff. It has a registration number 1205.
- Co-operative society gives loans and distributing dividend among the members.
- Mostly staff members from the teaching and nonteaching staff are the members of the society. The society gives loans as per the need of the members. It also provides emergency loan to the regular staff members.
- Group Insurance scheme is provided for teaching and non teaching staff.
- As per norms due care is taken for availing GPF and DCPS schemes.
- The college takes care about the physical and mental well being of the staff. Health camps are being organised from time to time with the help of specialized doctors and approaching staff. Yoga camps are also being organised by the department with the help of experts.

File Description	Documents
Paste link for additional information	http://ssgcgondia.org/ambience/karmachari-sahakari-path-sanshtha/
Upload any additional information	View File

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

0

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

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

1

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	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**

8

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	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 to assess its academic accuracy. There is academic based self-appraisal mechanism that deals with staff maintaining the records. The students' feedback for teachers improves the level of teaching learning process. The feedback is compiled through college website and through Google form and the teachers have been guided from the Principal regularly for their performance. The institution follows importantly the performance appraisal system laid down by the UGC, Govt. of Maharashtra and implemented by RTM Nagpur University, Nagpur in the form of "Performance Based Assessment System". Every year, at the end of session, every teacher submits his/her duly filled PBAS. The Faculty Empowerment Committee scrutinizes the all submitted documents. Teachers are guided by the Principal and he rectify the data improvement if any find. All the data has been checked under the parameters of Career Advancement Scheme (CAS). The IQAC of the college has initiated to collect this information and scrutinizes it. The eligible teachers have been guided for their placement and promotion by Faculty Empowerment Committee. The college also maintains a mechanism for the assessment and evaluation of its nonteaching staff.

File Description	Documents
Paste link for additional information	http://ssgcgondia.org/wp-content/uploads/2022/04/Policy-Document-for-Academic-Performance-Appraisal-System.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Institution conducts internal and external financial audits regularly by hiring S. V. K. & Co., Nagpur. The company inspects all the internal record of the college and provides audit report to the college under the head of Mr. Sumit Heda, Chartered Accountants, Nagpur. The internal audit of the college was done at the end of every financial year. In the same way the external audit of the college is done by government agencies such as State Government, Joint Director of Higher Education, Accountant General etc. But due to unavoidable circumstances external audit was not conducted.

File Description	Documents
Paste link for additional information	http://ssgcgondia.org/wp-content/uploads/2022/05/Policy-on-Resource-Mobilization.pdf
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	View File
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 major source of institutional receipts is the grant in aid received from the state government for salary and non-salary expenditure of UGC, Higher Education Department, Pune and similar grants section. For self-financed courses the major source of receipt is Students' Educational Fees and the deficit is managed by the management. College maintains the audits at various levels. The college's financial audit carried out by registered Chartered Accountant who is hired by institution and he maintains our internal financial audit every year minutely. The details of the head wise expenditure occurred on the grants received from the UGC and Govt. of Maharashtra and also from internal sources like tuition fees and other are thoroughly checked by these audit agencies.

File Description	Documents
Paste link for additional information	http://ssgcgondia.org/wp-content/uploads/2022/05/Policy-on-Resource-Mobilization.pdf
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

IQAC of the college monitors the overall system of the college including the cells and committees prescribed by UGC and government. It sets the academic calendar in the beginning of the session. IQAC encourages and monitors all the activities throughout the year ensuring the operational procedures and quality assurance strategies. IQAC has introduced a novel system distributing NAAC's criteria and matrices among faculties. The total scores of all the metrics are distributed with the proportion number of teachers and

most importantly the accomplishment of the metrics. The AQAR is prepared with the help of these data and documents. All the in-charges of different criteria's provided concern data to the IQAC coordinator for improving the existing data in AQAR. Major changes have been made to hit the line of perfection. College has been initiated in various National and International level programs under the leadership of IQAC. The overall strategies of function bodies have been prepared by IQAC body. There is centralize process in the college so that the decisions of IQAC have been mandatory for all the staff members and non-teaching staff.

File Description	Documents
Paste link for additional information	http://ssgcgondia.org/about-igac-2/
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC implemented to improve the major facilities, tools and devices. It has maintained learning atmosphere for the students and classrooms activities and finally to transform the process more technology based focusing on teaching learning process. Complying to the recommendations of the peer team, we are improving most of our traditional classrooms, laboratories and auditorium into modern ones. We have subscribed number of E libraries and resources. The teachers have been motivated to update their knowledge and avail them to do such certificate courses outside the college. Most of the teachers updated their knowledge by doing such courses and applies it in the regular classes and online classes. They used modern tools in like Google Classroom, Google Forms, Google Meet, Zoom Online platforms for their classes. Since teaching-learning has been the backbone of our institution, IQAC took all possible initiatives to improve the university results of all programmes. Obviously, the results have been improved and many students got benefitted with modern scenario. As of now, taking the record of incremental improvement of the results into consideration, we have achieved a tremendous success during the year.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://ssgcgondia.org/aqar/
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

The institute promotes gender sensitivity through various initiatives and actions for creating safe, secure and healthy atmosphere in the campus.

The institution promotes gender equality through following facilities for women

Safety and security:

1. CCTV cameras have been fixed in the prominent places like College campus corridors, main campus building and common

places.

2. Suggestion/complaint boxes are made available at defined locations for the students and faculties.
3. Anti-ragging committee takes in stake of ragging incidents, if any regularly.

Counseling:

1. The college has a well-defined student counseling system. Each student is allotted with a particular faculty member who will be her counselor till the end of her course.
2. Students meet their mentors for any grievances- regarding gender related issues if any, personal problems, general issues, lack of facilities, academics etc.
3. A good result of one to one talk, questioning, discussing comes to surface, demystifying the doubts in mental horizon of girl students.

Common Room:

1. Common room is available for girls in the campus. The students utilize these for having lunch and also for common discussions.
2. Sanitary pad vending machines and incinerator are placed in women restrooms.

File Description	Documents
Annual gender sensitization action plan	http://ssgcgondia.org/wp-content/uploads/2023/03/7.1.1-Annual-Gender-sensitization-action-plan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://ssgcgondia.org/wp-content/uploads/2023/03/7.1.1-Specific-facilities-provided-for-women.pdf
7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	D. Any 1 of the above

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

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college is very focused on generating as less waste as possible. Waste generated on the campus is segregated as solid waste, liquid waste, and e-waste.

Solid Waste Management:

- For the collection of regular solid waste garbage bins are kept at different places on the campus and in laboratories.
- Paper waste from classrooms are picked up by room cleaner and disposed off.
- For sanitary napkins incinerator have been installed and students are instructed to use incinerator for burning of used napkins

Liquid Waste Management:

In view of liquid waste, banned chemicals are not used in any labs.

- Proper Drainage systems are there in all laboratories.
- Water effluents from laboratories (food and Nutrition lab, biology and chemistry labs) go through proper drainage system.
- This ensures that there is no collection of water in the drainage area of the laboratory, thus preventing breeding of mosquitoes
- Overhead and underground tanks are regularly cleaned, and any leakage is attended to immediately.

E-waste Management

- E- Waste is becoming a great cause of concern to all of us.
- E waste generated by college includes computers, laptops, external drives, electronic scrap parts, etc.
- E-waste generated in college is simply collected in room and handed over to scrap collector.

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

D. Any 1 of the above

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

7.1.5 - Green campus initiatives include

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

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

D. Any 1 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
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

D. Any 1 of the above

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

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

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

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Our institution believes in the principle and constantly proves to be committed for the development of the society with traditional values, religious harmony, cultural identity, linguistic variety, and other identities. Our college is situated in the heart of Gondia city having state borders of Chhattisgarh and Madhya Pradesh. Here we find a mixed culture and societal set up both. More over this place has a mixed population representing all religions and castes. So we get students belonging to different religions, castes, creeds, cultures as well

- Institution provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. Different sports and cultural activities organized inside the college promote harmony towards each other. Commemorative days like (1) Women's day (2) Yoga day (3) AIDS Awareness program along with many regional festivals are celebrated in the college. This establishes positive interaction among people of different racial and cultural backgrounds. There are different grievance redressal cells in the institute like Student grievance redressal cell, Women grievance redressal cell which deal with grievances without considering anyone's racial or cultural background.
- All these facilities are provided irrespective of their caste, creed, color, sex or socioeconomic background

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 College undertakes various efforts to sensitize the students and employees of the Institution of their constitutional obligation. During the commencement of each session, the Principal of the College delivers an Orientation Lecture to the new batch of students to make them aware of the core values and ethos of the Institution. In the different programmes, celebrated by the Institution like Independence Day and Republic Day, the students and employees of the Institution are addressed by the principal of the College with the

message from the Constitution of India.

The College Website displays a Handbook of Values for the students and employees to understand the importance of social responsibility, good citizenry and empowerment.

College has CDC (College Development Committee), Staff Council, Staff Cooperative Society, etc. The Department of Political Science of the College organizes national Voters day for the students to gain an understanding of the working of a civic body.

Staff and students always feel privileged to discharge humanitarian duties in Gondia and nearby villages. The NSS unit of the College undertakes different kind of activities and teaches the students the importance of giving back to the society by believing in the principle of equality, fraternity and societal justice.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://ssgcgondia.org/wp-content/uploads/2023/03/7.1.9-Sensitization-of-students-and-employees-of-the-institution-to-the-constitutional-obligations.pdf
Any other relevant information	Nil

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

B. Any 3 of the above

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

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

The institute celebrates national and international commemorative days, events and festivals with full vigor. National festivals like Independence Day (15th August) and Republic Day (26th January) are celebrated every year with pride.

Students organize the teachers' day on 5th September every year in the College campus to felicitate the teachers and also to show their gratitude towards a great teacher and a legend Dr. Sarvepalli Radhakrishnan. Besides, college regularly celebrates birth and death anniversaries of great personalities and national heroes of the country to make the students aware of the Indian rich historical past and their contribution in the national development.

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

7.2 - Best Practices

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

BEST PRACTICES: 1

1. One day webinar On Socio-Economic Conditions of a Tribal women in Modern era

Goal: To know the problems and socio-economic status of tribal woman.

Context:

The purpose of this webinar is to find out the challenges faced by tribal women.

Practice

- On 28th January one day workshop was organized.
- All the speakers tried to explain the life of tribal women.
- Evidence of Success

Around 80-85 peoples benefitted.

Problems encountered

- During this webinar lack of awareness among tribals was observed.

Resources required

- Special attention is needed for the development of tribal women.

BEST PRACTICE: 2

2. Personal Hygiene for women during menstrual cycle

Goal : To create awareness about personal hygiene during menstrual cycle

Context :

The main objective of the program was to create awareness among girl students regarding menstrual hygiene

Practice :

1. One day workshop was organized on "personal hygiene in menstrual cycle".
2. Evidence of success

Around 50-60 students benefitted from this program

Problems encountered

1. Since the programme was regarding menstrual period students feel shy to share their problems

Resources required :

Public health awareness program should be developed.

File Description	Documents
Best practices in the Institutional website	http://ssgcgondia.org/best-practices/
Any other relevant information	Nil

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

S.S. Girls' College, Gondia is one of the most prestigious institutes of learning in the Gondia city, Maharashtra & is one of the premier educational hub in the jurisdiction of R.T.M. Nagpur University. The institute always concentrates on students' qualitative performance along with their overall personality development. The institute motivates girls for their social responsibilities. Various gender sensitization programmes were organized by different committees in the Institute to bring out the overall development of girls and thereby to mould a better society with equality.

The Institution strives to empower today's' women and uphold universal moral and social values along with a number of other visions. This year too, the Institution has worked and achieved some milestones as a part of their social outreach activities by organizing malaria training programme, malaria awareness rally to create awareness among students and villagers. One day webinar was conducted on socioeconomic conditions of tribal women in modern era and an attempt was made to know their lifestyles. Student were also encouraged to participate in various activities and webinars that included relevant topics like yoga, mental wellbeing, health awareness, legal issues, social causes, gender stereotypes, career opportunities and such others.

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

7.3.2 - Plan of action for the next academic year

Plan of Action

- To continue Environmental programmes
- To inculcate more research culture among faculty members and students.
- To implement more green initiatives in the campus
- To encourage faculty to organize Faculty Development Programmes.
- To organize programmes on topics of general interest for the benefit of students and society / community.
- To give more efforts to create awareness about cleanliness.
- To facilitate continuous up -gradation and updation of knowledge and use of technology, by faculty and students.
- To Conduct Skills Development Programmes