



## YEARLY STATUS REPORT - 2021-2022

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	SHRI NARENDRA TIDKE COLLEGE OF ARTS AND COMMERCE , RAMTEK
• Name of the Head of the institution	Dr. Sangita G. Takkamore
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07114255140
• Mobile No:	9423408291
• Registered e-mail	sntcramtek@gmail.com
• Alternate e-mail	shrinarendratidke@rediffmail.com
• Address	Ambala Raod, Ramtek
• City/Town	Ramtek, Dist- Nagpur
• State/UT	Maharashtra
• Pin Code	441106
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Semi-Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Rashtrasant Tukdoji Maharaj Nagpur University Nagpur				
• Name of the IQAC Coordinator	Shrikant Baliram Bhowate				
• Phone No.	9420304024				
• Alternate phone No.	9420304024				
• Mobile	9420304024				
• IQAC e-mail address	sntcramtek@gmail.com				
• Alternate e-mail address	shrikant.bhowate@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://sntcollegeramtek.com/">https://sntcollegeramtek.com/</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://sntcollegeramtek.com/academic-calendar/">https://sntcollegeramtek.com/academic-calendar/</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.82	2016	05/05/2016	04/11/2021
<b>6.Date of Establishment of IQAC</b>			02/08/2014		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>5</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>1. Plantation program in collaboration with aluminium association and forest Department  2. Workshop on next revised A and A process  3. Workshop on cyber crime and security  4. FDP in collaboration with C. P. and Berar College Nagpur, Women's college Nandanvan and city Binzani College Nagpur.  5. Webinar on How to be successful in an interview for students.</p>		
<b>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</b>		
Plan of Action	Achievements/Outcomes	
<p>1. Promotion of ICT Based Teaching Learning and Online Teaching: Five Day FDP on ICT Based teaching on various online tools available for faculties was organised and. Faculties have been equipped with the knowledge which helped them in conducting online classes . In the beginning of the session there was Covid-19 issue. Hence all classes were only possible through online mode for student. In this circumstances IQAC plan that, teachers were provided facility of wifi in the college</p>	<p>The program were planed and successfully executed.</p>	

<p>or they were provided facility to work from home. All the teachers were provided training for conducting classes online. In the same cases, complying to the guidelines of lockdown from time to time, teachers also engaged their teaching virtually from home.</p>	
<p>2. Workshop on IPR: Workshop on IPR was organised on facilities got to know about their intellectual property rights, how to avail patent and what are the laws available for violations</p>	<p>The program were planed and successfully executed.</p>
<p>3. Workshop on cyber crime and security: Workshop on cyber crime and security was conducted in collaboration with cyber cell, Maharashtra Police, Nagpur district.</p>	<p>The program were planed and successfully executed.</p>
<p>4. Workshop on revised NAAC's A and A process: The workshop was conducted on .... The research person provided us detailed information regarding the revise framework of neck A and A process. S</p>	<p>The program were planed and successfully executed.</p>
<p>5. FDP, Seminar &amp; Conferences: In the meeting of IQAC it was plan to organized various program such as Faculty development program (FDP) Subject-wise seminars &amp; workshops etc. also program under various cell.</p>	<p>The program were planed and successfully executed.</p>
<p>6. Wi-Fi Premises: Ministry of Human Resource and Development last year issued an order to all 900 universities and 40,000 affiliated colleges across India regarding free Wi-Fi at</p>	<p>The program were planed and successfully executed.</p>

<p>Education Institutes. The colleges and universities have been asked to collaborate with private players to provide at least 1GB of free data per student, per month. This could bring about a paradigm shift for India's educational institutions and students alike. Our college set up Wi-fi free premises on minimum 50 mbps speed and unlimited access to the students as well as teachers.</p>	
<p>7. OPEC (Online Library): The online public access catalogue depicts the online library database of resources like books, journals, newspapers, e-books, etc. The students can get access to any books as well as e-content from anywhere &amp; at any time with the OPAC. Thus, OPAC can contribute to students' success in the long run by helping them carry on their e-learning journey seamlessly! In the Lock down our college provided facility of OPEC. The Facility was available on website and student can also access this facility on their mobile by Google browsing.</p>	<p>The program were planed and successfully executed.</p>
<p>9. Covid-19 Awareness Campaign: Due to bad situation by Covid-19, awareness campaign was duty of every institution. Hence IQAC were planned to organized Awareness Campaign on various platform and also on various level. In this planning we had plan to get support of other government agency and also university cells such as NSS.</p>	<p>The program were planed and successfully executed.</p>
<p>10. Organization of various</p>	<p>The program were planed and</p>

<p>programmes for students' overall development through Academic as well as Students Centric Associations Through NSS, NCC, Eco club various programmes we're conducted as an opportunity for youth to contribute in nation building like Swachata Campaigning, International Yoga Day, World No-Tobacco Day, Snake Bite: Prevention &amp; treatment, Organ Donation Awareness, Awareness Campaign etc.</p>	<p>successfully executed.</p>
<p>11. Organization of gender sensitization programmes: The events like Health Awareness, Health and Higene Awareness, Gender Sensitization has been conducted.</p>	<p>The program were planed and successfully executed.</p>
<p>12. To organize faculty development programme for teaching and nonteaching staff One Professional Development Programme and one Administrative Training Programme has been organized.</p>	<p>The program were planed and successfully executed.</p>
<p>13. To ensure the participation of faculties in faculty development programmes Most of the teaching staff has been participated in Professional Development Programme like Refresher Course, Induction programme, Orientation program, Faculty development Programme. Etc.</p>	<p>The program were planed and successfully executed.</p>
<p><b>13. Whether the AQAR was placed before statutory body?</b></p>	<p>Yes</p>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	

Name	Date of meeting(s)
CDC	10/02/2022

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2021-2022	14/02/2023

**15. Multidisciplinary / interdisciplinary**

The NEP 2020 calls for structural changes, regulatory reforms, and introduction of holistic & multidisciplinary curriculum. Its biggest impact would be the change in the learning environment and the learning process for the students. For increase in focus on the skill improvement and competency development of the students it is essential that an identified set of skills and values will be incorporated into higher education. It represents the key to more vibrant, socially engaged, cooperative communities and a happier, cohesive, cultured, productive, innovative, progressive, and prosperous nation. In order to fulfill the Objectives of NEP, our college will draft a roadmap for incorporating the features of NEP 2020, curriculum design is under the university and the university implements the government policy as per direction of UGC. we follow the guidelines of university hence whenever the out RTM Nagpur university will send direction, we will positively follow the

**16. Academic bank of credits (ABC):**

One of the provisions of the National Education Policy 2020 (NEP 2020) is the introduction of the Academic Bank of Credit (ABC). ABC will allow students of undergraduate and postgraduate degree courses to exit the course and enter within a stipulated period. Academic Bank of Credits shall deposit Credits awarded by Registered Higher Education Institutions, for Courses pursued therein, in the Academic Bank Account of the student and the validity of such credits shall be as per norms and guidelines issued by the Commission from time to time. <https://www.abc.gov.in> :

A portal has been launched, with the aim that HEI & Students can register in this portal. Students will be allowed to earn credits through various HEIs registered under this scheme and courses offered under National schemes by SWAYAM, NPTEL, etc. Recently our university declare the policy of academic credits of the students but whenever necessary college will develop or register for virtual

store house of credits to avail the academic bank of credit to maintain the information of credits earned by individual students throughout their learning journey. Moreover, we will follow the norms of the affiliating university in this regard after the implementation of NEP 2020. College will also run appropriate programs for awareness.

#### **17.Skill development:**

The NEP 2020 envisioned for the holistic development of youth with emphasis on raising Gross Enrolment Ratio (GER) but also on skill development as the main factor to make mission 'Self Reliant India' possible. We are running some short term add on and bridge courses since last some years under RTM Nagpur university. Some of the courses are skill oriented in nature therefore our students are acquainted and benefitted by such courses. College has experience of running skill oriented courses such as Home economics course etc.

College has considerable number of facilities to run the forthcoming skill oriented courses. All the departments, organise skillful program under workshop, seminar and educational visit etc.

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

To link Indian art- and culture into teaching learning process which will be strengthened. The linkages between education and culture will be carried out through various online platforms such as SWAYAM, DIKSHA and will be extended to provide teachers & students with a structured, user-friendly, rich set of assistive tools for monitoring progress of learners.

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

Outcome-Based Education (OBE) is a pedagogical model that entails the restructuring of curriculum, pedagogy and assessment practices to reflect the achievement of high-order learning. The model allows the learner to transfer their credits and switch to another institution that is accredited with the OBE syllabus. Students seeking newer skills to propel their careers further, there will always be higher demand for vocational training. Outcome based education is a well-planned delivery by considering the result and providing actually what students want and providing needed skill and knowledge. So faculty is prepared and aware about setting and designing the curriculum and delivery of Outcome based education and they provide update along with academic syllabus via education visits, seminars conferences etc.



**20.Distance education/online education:**

At present there is no distance courses in the institution but college has planning to introduce through Yeshwantrao Chavan Maharashtra Open University center in our college where the students can take education at their convenience from their place. The college has planned to introduce LMS in our college by purchasing licensed software, currently our faculty is using the platforms like Google Classroom and Google meet to deliver online education and to conduct exams online we use Google forms. In short we are partially ready and preparing further to develop existing system and developing new infrastructure for online education.

**Extended Profile****1.Programme**

1.1	2
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

**2.Student**

2.1	726
Number of students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	920
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	139
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	10
File Description	Documents
Data Template	<a href="#">View File</a>
3.2 Number of Sanctioned posts during the year	11
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	10
4.2 Total expenditure excluding salary during the year (INR in lakhs)	216626
4.3 Total number of computers on campus for academic purposes	40

## 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 curriculum is prescribed by the RTMNU (Rashtrasant Tukadoji Maharaj Nagpur University Nagpur).

- a. Qualified faculty is appointed as per UGC guideline and the RTM Nagpur University.
- b. The HOD of the Departments holds meetings at the beginning of the academic year to decide the courses to be allotted to each teacher. The IQAC has inspired teachers to collect requisite material, download reference material, use appropriate teaching aids/audio/videos and PPTs to ensure good curriculum delivery.
- c. Lectures are conducted based on the Timetable. The teachers prepare Teaching Plans for their respective subjects.
- e. The implementation of the Teaching Plan and the Activities of the Department is monitored by the HOD, IQAC and the Principal.
- f. Weak students are identified by taking class tests and are given remedial teaching. The good students are given additional references.
- G. The department arranges range of co-curricular activities to enrich the curriculum. Critical thinking and the progress of the students is maintained through the Aptitude test, class seminars, class discussions, quiz, and eco-friendly activities.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

Good result is the primary objective of every teacher and the teachers are committed to their duty. We evaluated the students periodically based on their aptitude and abilities. After finishing every unit or topic, teacher took an objective and subjective question answer exam to evaluate their understanding about the concerned topic. Every semester we conduct probably two unit tests on the respective curriculum. The unit tests were designed carefully to evaluate the students and their knowledge. We evaluated students based on the given home assignment. Periodically we arranged classroom seminars which help them to get confidence which in turn removed the fear of facing a big audience. For continuous internal evaluation regular objective and subjective tests were also

planned in some departments. The questions were so designed to test the understanding, applicability and thinking ability of the student.

Apart from this, the principal of the college had given surprise visits to the classrooms to evaluate teachers performance.

The Principal received feedback time to time from students directly and discuss the issues in the meeting if necessary.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://sntcollegeramtek.com/academic-calendar/">https://sntcollegeramtek.com/academic-calendar/</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**

**C. Any 2 of the above**

**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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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**

2

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

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

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

Nil

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

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

### 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The College Constitutes Special Cells to address issues of Gender,

Human Values, Environment and Sustainability. These Cells are the Women Development Cell, ICC, Nature Club and the Environment Cell, Cultural committee, discipline committee etc. These Cells conduct varied Co curricular activities like lectures by experts, field workers, panel discussion and competition that engage the students in acquiring broader and in depth perspective of gender equity and equality issues, human values, environment and sustainability.

The various Programmes are structured in such a way that students acquire the basic concepts of cross cutting issues and their multifaceted academic orientation and social application across their academic period spent in the institution.

**ENVIRONMENT AND SUSTAINABILITY :** Environmental studies is a part of curriculum at UG Level as per UGC guidelines and RTMNU Direction and number of activities are undertaken.

**GENDER:** Issues related to women empowerment are facilitated by collaborating with Women Cell, ICC, Prevention of Sexual Harassment Cell,

**HUMAN VALUES AND PROFESSIONAL ETHICS:** NSS volunteers are habituated with rendering humanitarian duties selflessly by conducting awareness drives on election literacy, hygiene and health of woman and girl-child, cleanliness and blood donation camps.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

**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	<a href="#">View File</a>
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	<a href="#">View File</a>
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

Nil

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

## 1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	No File Uploaded

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

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="https://sntcollegeramtek.com/feedback-system/">https://sntcollegeramtek.com/feedback-system/</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of sanctioned seats during the year

920

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

#### 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

713

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 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

We evaluate the students periodically based on their aptitude and abilities. After finishing one unit or topic, we take an objective



question answer exam to evaluate their understanding about the concerned topic. Every semester we conduct two unit tests and one preliminary exam on the respective curriculum. The unit tests are designed carefully to evaluate the not only students progress but also their knowledge skills about the topics taught. The question papers are designed in such a way that they have to give descriptive answers. We evaluate them based on the given home assignment also.

Periodically we arrange classroom seminars which help them to get confidence which in turn removes the fear of facing a big audience. Quiz competitions based on syllabus have been conducted via Google classrooms. For continuous internal evaluation regular online objective and subjective tests were also planned in some departments. The questions are so designed to test the understanding, applicability and thinking ability of the student.

Some of the tests were made with time limitation and the students were allowed to attempt the same only once. These process of continuous evaluation and assessment enable to bridge the gap both for the slow learners and the advanced learners.

File Description	Documents
Link for additional Information	<a href="https://sntcollegeramtek.com/college-code-ethical-policy/">https://sntcollegeramtek.com/college-code-ethical-policy/</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
726	10

File Description	Documents
Any additional information	No File Uploaded

## 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institute strives hard to cater to student requirements for

delivering a comfortable and joyful learning experience. Regular activities such as student seminars, debates, peer learning group discussions form a part of participative learning and problem solving. Another facet that was often added to this is included in Google classroom open assignments wherein students share their views through comments on specific topics dealt in the live class. This makes student learning all inclusive and transparent making it truly a participative learning experience. During the pandemic as the entire teaching has shifted to online mode so was the case with such student learning practice.

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

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

Pandemic imposed lockdown led to a mandatory shift to the online ICT enabled environment for performing regular teaching-learning process. Our institute being at the forefront of such activities was the only institute in India to provide its students the facility of stimulatory practical learning experience through subscription to the Labster platform. The regular lectures were taken on platforms like Google meet and zoom. Online quizzes and MCQ based Google form tests and exams made the evaluation process interesting and easy for the students. Realizing the unevenness of internet connectivity which might restrict some students to get a seamless learning experience throughout their day the institute also went on to subscribe for a zoom platform to get the recorded videos of each class which could be shared to every student through Google classroom LMS some of the teachers also took recourse to YouTube lectures, This enabled the students to access these lectures repeatedly and also at their ease.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

#### 2.3.3.1 - Number of mentors

10

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

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

10

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

4

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	No File Uploaded

### 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

71

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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 fresher students are subjected to take an aptitude test right at the beginning of their academic pursuit which helps the teachers to categorize advanced and slow learners. Apart from this evaluation another assessment that happens right in the classroom is dependent upon the individual student's preference for the learning material, either shared during or after the class. These student preferences help the teacher evaluate which form of learning is best suited for better understanding in the individual specific manner. In class quizzes, situation/case study based assessment, student polls, in addition to the regular unit tests, assignments and prelims, which are usually a combination of subjective and objective questions; helps modulate and improve the teacher their subject delivery and to optimize the student outcome. Through LMS the ease of formative and summative assessment of the class has become popular practice amongst our teachers. A well validated SOAR (select, organize, associate and regulate) teaching strategy is also employed by certain faculty members based on their formative assessment of students for effective subject delivery. Special efforts are taken by some departments to develop critical thinking abilities in their students through organizing brain storming sessions around some practical problems.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

Internal examinations are conducted through the Google Classroom & Webex. In view of the pandemic of Covid-19, both college internal examinations and some of the university examination were also conducted in the online mode through the Google Classroom. Students are given clear instruction and notice to convey their grievances within stipulated time regarding the internal examination on the Google Classroom. Grievances get solved in two days.

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

## 2.6 - Student Performance and Learning Outcomes

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

Being a University affiliated institution the Program and course outcomes are often framed at the University level. Despite this it is a routine practice at our institute that every teacher is expected to know about the program outcome as envisioned in the University. It is imbibed organically amongst most of the faculty members during the process of framing as many of our faculty members have modest representation in academic bodies of the University. As a regular feature of the college every student is made aware of the Program and course outcomes right in the beginning of their semester as a part of the induction and orientation program. Apart from this every faculty member is frequently involved with the students in the mentoring activity wherein the students get personal orientation towards the expected course outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Whether the students are getting expected deliverables from their teachers in order to get better equipped for attaining the anticipated outcome pertaining to the respective course under the associated program is often done through arranging some brainstorming sessions for the students. Frequent in-class brain activities, group discussions and class seminars help in the evaluation of student growth in a decisive manner. The student progression percentage is also one of the key features for assessment of successful student attainment of Program and course outcome. Above all, the best testimony of student attainment is obtained when any student gets placed in industry or a firm working in the area that closely matches those fields highlighted in the course outcomes. As a part of the employment generation and career guidance cell of the institute this data about student progression and placement is regularly made available to IQAC.

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

### 2.6.3 - Pass percentage of Students during the year

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

200

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

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

<https://sntcollegeramtek.com/student-satisfaction-survey/>

**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)**

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

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

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

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

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

#### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

##### 3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

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

The year 2021 was pandemic year and there was a high time due to covid-19. There was lot of issues everybody in India also in our town. We have an extensive program of social outreach activity,



including on-campus and off the campus social awareness workshops, guest lectures, competitions and donation drives, lot of successful awareness programs and support activities through extension departments NSS, NCC along with some other department as our social responsibility. such as.

- a. State level poem competition
- b. Dr. S R. Rangnathan Birth Anniversary
- c. Blood Donation and Organ Donation Camp
- d. Prize Distribution of state level competition
- e. Teachers day Program & New voter's orientation
- f. tree Plantation by Ex Students
- g. Corona vaccine Awareness program by NCC dept.
- h. corona Vaccine Camp in College
- j. Tehsil Level elocution Competition
- k. Voter Registration camp
- l. Seminar on occasion of Dr. Dabasaheb Ambedakar Punyatithi
- m. NCC Day Celebration
- n. Swami Vivekaanand And Jijamata Birth Anniversary
- o. Republic Day Celebration
- p. Blood Donation Camp by NCC Dept.
- q. Birth Anniversary of Manoharbai Patel
- r. Homage to Lata Mangeshkar
- s. Resolution week of Surya Namskar
- t. Lecture on yogasan & Food Nutrition
- u. NSS University Camp At Manapur

**v. Personality Development Workshop****w. Quiz competition on constitution****. Mazhi Vasundhara- Cleanliness drive at Rural Hospital**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

7

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year****3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

4080

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

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

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

4080

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

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

4

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

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

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

02

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

## 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.

**Curricular and Co-curricular activities** - The College has 10 well ventilated and illuminated class rooms with some LCD projector free Wi-fy.

updated spacious library. Separate Reading Rooms for Students and Teachers. library is equipped with INFLIBNET, Shodhganga and Shodhgangotri and has a huge collection of text books, reference

books, dictionaries, encyclopedias, Journals and Periodicals for all subjects, 3 computer with OPEC (Online Offline).

Computer labs for E-library, Computer Application, Information Technology, Computer and ICT learning.

There is exam control room, IQAC NCC & NSS Room. Principal cabin & Office room, with all impotent facilities.

The teacher's Staff Rooms and departmental space.

1 Girls Common Room for students canteens for the students. Employment and Career Guidance Cell, Women Development Cell Students' Grievance Redressal Cell and many student development related cells.

Ramp Facilities and Wheel Chair for Physically Challenged students and staff.

CCTV cameras are installed at all strategic places to monitor and strengthen security.

Principal Bungalow and rest room for students & staff. The college makes optimal use of the space by running the courses in shifts.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sntcollegeramtek.com/college-code-ethical-policy/">https://sntcollegeramtek.com/college-code-ethical-policy/</a>

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

College has completed its more than 50 years and during his long period lot of activities were successfully organized by the college. The Institution has adequate facilities for cultural activities, sports, games gymnasium, yoga centre etc.

1.Extracurricula Activities college has multipurpose hall for cultural activities.

One internal open ground for a cultural activity and stage program.

An extensive and big playground divided in the three part for different sport activities such as Cricket, Football, Lawn Tennis, Volleyball Archery, Throw ball, Kabaddi and KhoKho. etc, .

College has a Gym for both staff and students.

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

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

1

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

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

## 4.2 - Library as a Learning Resource

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

The college Library has a huge collection of Text books, Reference books and others books with foreign, peer-reviewed journals and bound volumes of journals. The reading room is well furnished to accommodate 60-80 students at a time and provides conducive environment for study. A visitor record is maintained for students and faculty members, New Arrivals of books and journals are

displayed on rack. The library has under closed circuit television (CCTV) surveillance Cameras.

OPAC: The library has developed the database of its own collection

through the library software. Library is fully computerized, online public access catalogue (OPAC) facility is made available in the library. The library is a member of N-list consortia of information library network (INFLIBNET) since 2021 under this consortia library provides more than 3135000+ e-books and 6000+ e-journals to students and faculty member. Internet and reprography facility with computer system.

**Library Automation:** LIBMAN library software is cloud version & Update. It the online public access catalogue (OPAC) is available.

**Library Website:** The College website has detailed information of the library it has a Web OPAC Module  
<https://sntcollegeramtek.com/library/> remote access to e-publications.

**E-Library:** Total number of computers for public access is 32  
 Internet band width/speed minimum 50-100mbps

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="https://sntcollegeramtek.com/about-library/">https://sntcollegeramtek.com/about-library/</a>

**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**      **B. Any 3 of the above**

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)**

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

#### 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

##### 4.2.4.1 - Number of teachers and students using library per day over last one year

25

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

### 4.3 - IT Infrastructure

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

There are different digital technological facilities available in the college. There are 01- smart classrooms, 01- conference hall and PPT presentation facility is available in the college. The up gradation work of another laboratory (ENGLISH LANGUAGE LABORATORY) is also under construction. A well equipped computer lab is also functioning in the college. The students of the college are access to the computer lab. The college & the library building are facilitated with the Wi-Fi connectivity. . There is open access of Wi-Fi connectivity to all student and the staff members of the college. All teaching staff member use the ICT in the classrooms, whenever needed. Most of the official work is being done with the help of ICT. The college regularly maintains the IT facilities.

All classes were online and student was provided support for the same in the pandemic period. Computer and IT related instruments are maintenance by third party service provider. Computer & IT Cell takes care of the routine maintenance. The hardware and software of the old computers are replaced as per requirement by. Biometric system is also upgraded as required and mandated by Government



rules. The Biometric system of recording attendance of the staff has been upgraded from finger prints. CCTV cameras have been installed at all strategic places to strengthen security in the campus.

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

#### 4.3.2 - Number of Computers

40

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

#### 4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

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

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

There are committee constituted for each activity, its coordination and maintenance. work plan execute under guidance of IQAC and annual planning. The CDC also engages itself in cross section meetings with various committees and cells of the college to get the knowhow of their requirements about the support facilities. Every committee has instruction to look after the program and work. Everything related to student facilitation right from the admissions till their exams

was managed in a flawless manner through our website. Library:

- Library has authorizes software and maintain by the Master Software Agency. The Library Advisory Committee meets periodically to review the needs of the library. Computers, Software & Website: • Computer maintenance through computer & IT Cell is done regularly. College availed a third party serviced provider for ICT related systems, physical and software maintenance. College website is maintained by IQAC coordinator personally.

- Office & Administration: CMS Software is made with Master Software Agency, Nagpur who provides all software on cloud basis since long.

- Classrooms, Sport Ground and cleaning

The College Committee takes all decision with principal related cleaning, maintenance, infrastructure, repair of furniture and other electrical equipment, sport ground, garden and other and work accordingly.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

691

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

#### 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

449

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

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

**A. All of the above**

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**2164**

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

**2164**

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	<a href="#">View File</a>
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

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

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

98

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 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**

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

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

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

Student council of the college is one of the important bodies of the college which is formed under the aegis of University Students Council of R. T. M. Nagpur University.

We have policy to elect the student on the basis of merit and extraordinary activities. Student council of the college is an elected body and always joins hands with faculty members and college administration to ensure overall development of college. Student Council (SSC) representatives actively participate in various activities. They help in coordinating all the events related to

academics and other co-curricular Extra-curricular activities. They work as a medium between faculty and students.

Students Coordination in

Ø Day to day academic activities at their level

Ø Communicating the information between students Teaching faculty Ø Conducting special events.

Ø Organizing Cultural events

Ø Organizing Sports Games for the students

Ø Arranging Industrial Visits for the students

Ø Inviting the external guest speakers and organizing the Seminars Workshops.

8. Students are also part of administration of the institution and IQAC and all other activities.

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

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

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

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

## 5.4 - Alumni Engagement

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

SNT College Ramtek Alumni Association is very active and plays an important role in the function of the college. The association is in the process of registration under the society registration act. and all official process is completed.

The college is an old institute, a good number of alumni are occupying eminent position in the society. The members of the association contribute in the many activities such as Feedback on curriculum, teaching learning process, Important suggestions about changing trends about business and industry, Guest lectures to the students of current year batch, In teraction and mentoring the students. Alumni meets are conducted periodically for networking strengthening the social relations and sharing the expertise with the students for guidance.

The alumni meet has always been a memorable get together between alumni and the teachers of the college wherein glorious moments were relived and valuable ideas were shared between alumni and the current students.

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



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

File Description	Documents
Upload any additional information	No File Uploaded

**GOVERNANCE, LEADERSHIP AND MANAGEMENT**

**6.1 - Institutional Vision and Leadership**

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

Vision of the institution: transformation of human being through education.

Mission of the institution: commitment to important a liberal model sound and quality education to all the section of society.

\*To provide access of learning opportunities to best possible number of student from the region irrespective of cast, creed, religion and economic status.

\*To ensure all round development of the students through to various cultural and extracurricular activities.

\*Moral value among students and provide quality education besides regular University syllabus.

\*To inculcate a sense of civic responsibility social commitment and moral of opportunity among the students to make them not only

Employable student but also better citizens.

\*To provide exposure to learners through latest trends in relevant branches at knowledge through organizing various academic programs workshop study tours seminar etc,

College development committee (CDC) and various committees of all faculty member play important role for designing perspective plan, implementation effectively for improvement at teaching learning research and extension activities.

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

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

The institution provides operational autonomy to various functionaries in order to ensure a decentralized governance system. We have following practices:

- 1) The organizational Hierarchy
- 2) Formation of Teachers committees.

The institute has an operational organizational hierarchy as follows: Principal Level: Principal is the Member Secretary of CDC and Chairperson of the IQAC. She is at the apex of hierarchy. IQAC: Institution has an IQAC cell. The members of IQAC provide the institutional vision and mission and empowered to suggest administrative and developmental policies for quality assurance in academic and organizational frame work. Shift-in-Charge: The institute has appointed the senior faculty member of the college for the said to ensure proper functioning of the academic and student activities. HODs: Every department has head of the department for departmental planning and implementation. HODs are given representation in various committees / cells.

The second practice of decentralization is the formation of teachers committees. such as, Admission, Examination, Cultural, SRC, Library Advisory, and other Committee. The Principal in consultation with the teachers nominates different committees for planning and implementation of different academic, administrative, and student welfare policies. The various committees ensure to cater the diversified need of all the stake holders.

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategic is nothing but our Vision of the institution

as ' transformation of human being through education' and Mission as ' commitment to impart a liberal model sound and quality education to all the section of society.'

Deployed: \*To provide access to learning opportunities to students.\*all round development, Moral value, sense of civic responsibility, social commitment, moral of opportunity among the students to make them not only employable student but also better citizens besides regular University syllabus.\*Provide exposure to learners through latest trends in relevant branches at knowledge for organising various, programs workshop, study tours, seminar etc,\*The college teacher regularly participating various discussion making committees such as CDC IQAC, admission for implementation of vision and mission.

For example, the college organised students and college staff centric various conferences, seminars, workshops for holistic development of the college. Such as computer exams guidance, academic syllabus wise seminars etc. for students and two week national FDP on understanding contemporary Maoism in India, two FDPs on ICT for teaching and non-teaching, published Arthvishva journal, also published two special issues on Maoism and Issues of farmer under impact factor international journal. Teachers were encouraged for their academic development and ICT base teaching learning methodologies.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://sntcollegeramtek.com/college-code-ethical-policy/">https://sntcollegeramtek.com/college-code-ethical-policy/</a>
Upload any additional information	<a href="#">View File</a>

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.

Through the practical experience of management, corporate management

has been designed in a scientific and transparent manner to obtain the best results from it. Hierarchical clusters were created from top management down level to clearly delineate duties, responsibilities, accountability, and powers at each stage.

College has a broad Vision and Mission that focuses on innovative approach for quality teaching. The institute follows a democratic and participatory approach of governance for achieving its goals. All stakeholders participate actively in the administration of institute. The college has a well-structured administrative and academic setup to consistently improve the quality and standard of education transmitted and to achieve excellence. The overall corporate governance structure is classified as "Academies" "Administration". With greater consideration of all stakeholders over students an effective management system is organized. The foundation has formed various committees at institute and department level for the effective functioning of the organization. The objectives and functions of the committees are organised according to the instructions of the head of the institution.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
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**      **A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

There are many government schemes for welfare measures of teaching and non- teaching staff. The college implements all the schemes according to government guideline such as,

Teaching: GPF , DCPS , Group Insurance , Medical Reimbursement , All sorts of granted leaves , All facilities recommended by Govt.

Non-teaching: GPF , DCPS , Group Insurance , Medical Reimbursement, All sorts of granted leaves ,All facilities recommended by Govt

File Description	Documents
Paste link for additional information	<a href="https://sntcollegeramtek.com/college-code-ethical-policy/">https://sntcollegeramtek.com/college-code-ethical-policy/</a>
Upload any additional information	<a href="#">View File</a>

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

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

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

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

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

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

### 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

3

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

There are two types of Performance based evaluation. The first is called "PBAS [performance based appraisal system]" and the second is called "Principal evaluation on overall all performance".

The PBAS provides a feedback of the faculty member. It helps them in understanding the changing needs of students. All teaching faculty

member fill the prescribed format of PBAS for self- appraisal. This system encourages them to make excellent performance in teaching and learning. The institution has PBAS for assessment of teaching staff. The appraisal report is based on the annual performance of the employee on the basis of their academic, research and other extracurricular activities. The format contains, Part-A: general instruction, Part-B: Academic performance, Part-C: other related information [duly signed by the Principal, and Part-D: Comment on the self-assessment by the Higher-Education Department. The main part, i.e., Part-B consists of 4 categories. Category-I includes "Teaching-learning and evaluation related activities of total 125 marks. Category-II includes "Co-curricular, extracurricular and professional development related activities of total 50 marks.

Category-III includes "Research and academic contribution" having no foundation of marks. Category-IV includes "Summary of the API" to be filled by the teaching faculty.

Principal evaluate the staff on the basis of activities.

File Description	Documents
Paste link for additional information	<a href="https://sntcollegeramtek.com/college-code-ethical-policy/">https://sntcollegeramtek.com/college-code-ethical-policy/</a>
Upload any additional information	<a href="#">View File</a>

## 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

There is regular financial audit policy. The institute conducts Internal and External audit on regular basis from reputed and certified Chartered Accounting Agency. The internal audit is done by

C. A. Sumit Heda of S.V.K. Company.

The External audit is done by A.O. of Joint Director office A. G. Office , Nagpur.

File Description	Documents
Paste link for additional information	<a href="https://sntcollegeramtek.com/audit-statement/">https://sntcollegeramtek.com/audit-statement/</a>
Upload any additional information	No File Uploaded

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

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

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

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

Institution received financial support from various sources. such as,

- 1. Fees:** Fees from students of various granted and self financed courses, also fund from scholarship, Free-ship as tuition fees as per government guideline, fund as selling of old news papers, Scrap & penalty etc. from the Library.
- 2. Salary Grant:** The College receives salary-grant from the State Government. For Permanent teachers and nonteaching staff as well as part-time teachers working on granted posts.
- 3. UGC Grants:** Our College is under 2F and 12B as per UGC Act and Permanent Affiliation of the University hence we receive grants from the UGC for various purposes.
- 4. Other sources:** Gondia Education Society whenever it is required,



stakeholders, non-government bodies, individuals and Philanthropists, interest from deposits and saving accounts, donation for various purpose.

Our resource mobilization policy:

The institution has the CDC and the IQAC, monitors the mobilization of funds and makes sure that the funds are spent for the development & required purpose. Regular internal audits from the Chartered Accountant and external audits from the government make sure that the mobilization of the resources is being done properly. to ensure the optimum utilization of resources, the Principal issues directions.

File Description	Documents
Paste link for additional information	<a href="https://sntcollegeramtek.com/college-code-ethical-policy/">https://sntcollegeramtek.com/college-code-ethical-policy/</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

The Internal Quality assurance cell (IQAC) always played catalyst role in quality enhancement in the college. The Institute IQAC planned, organized and executed the necessary steps that included

the preparation of detailed quality manuals, identification of key performance indicators and mapping the various processes across

the entire functioning of the Institute, Preparation of Annual Calenderer to implement various policies as per Vision of the college is the always focus of IQAC.

The IQAC led efforts to the successful implementation of modern technology in the Institute’s administrative functioning through ICT in the pandemic situation. Automation of Library, admission, financial and examination processes, up-gradation of Wifi and LAN facilities, Computer lab have significantly contributed to an enhanced quality of teaching-learning experience.

for example, in the covid pandemic, IQAC played a crucial role for conducting situational workshop and awareness campaign and state level competitions as our social responsibility at the one side and workshop on ICT based Teaching learning skills, E content development, conducted national & Institutional level FDP, educational, workshops, seminars etc. feedback from stakeholders etc. He has made impotent physical changes in the institution as well as website, worked on social media as facebook & YouTube platform etc. services for students .

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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 Contribute/Monitor/Evaluate the Teaching & Learning processes:**

The IQAC organizes regular academic audits to ensure effective implementation of teaching learning process and maintenance of course files. Verification of internal test analysis, question papers. Arrangement of special classes for weak students during evening hours. Identifying the new processes/delivery method and recommending the same for improving the quality. Analysing the deviations from the benchmarks and reporting. Feedback from the stakeholders (students, alumni, parents etc.). Encouraging faculty for online certification Courses. Faculty development Programs and

Skill Development Training Programs are organized every year.

**Reviews and Implementations of Teaching-Learning Reforms through IQAC:**

In order to improve online teaching learning process in pandemic situation, the IQAC was taken initiative for conducting such e-content development workshop for faculty. The IQAC guided and gave various information of ICT tools which was used for preparation video lecture and e-content. This initiative had resulted to enhance quality of online pedagogy. In Covid 19 pandemic all the faculty

members used ICT tools for effective teaching learning.

Guest lectures were organised on advanced topics by the eminent academicians and industry experts. Faculty development through workshops, orientation programs, seminars and conferences.

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

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

**C. Any 2 of the above**

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

## **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 promotion of gender equity forms one of the primary goals of disseminating education In order to ensure the same, the college hasd constituted 2 special Cells namely the Women Development Cell and the ICC to address and impart gender based measures and conduct activities that would disburse a sense of gender equity amongst both

students and staff in the college.

Following activities relating to gender sensitization and gender empowerment were conducted in the academic session :

1. Celebration of International Women’s Day – March 8th  
(<https://www.youtube.com/watch?v=1JOb4aqq0hQ>)

Guest Lecture on the topic, Yoga and Breathing Exercises for Immunity Boosting as Preventive measure for Covid-19.

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

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

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
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

It is not science college hence there is no Liquid, Biomedical, chemicals or radioactive waste available in the college.

Solid Waste is collected on a daily basis from various sources. Daily garbage is collected by housekeeping personnel and handed over to garbage collection van of Nagar Parishad Ramtek. There is no drainline of Municipal office hence all wastewater lines from

toilets etc. are connected with underground drainage tank and it is disposed ecofriendly ways. Waste material like plastic, papers etc. are collected and sold out to scrap vendors.

The E-waste collected is stored and disposed every year accordingly. Empty toners, cartridges, outdated computers and electronic items are sold as scrap to ensure their safe recycling. Old monitors and CPUs are repaired and reused.

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

**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** C. Any 2 of the above

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

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:** C. Any 2 of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	<a href="#">View File</a>

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

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

C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

C. Any 2 of the above

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

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

The institute is proactively taking efforts in providing an inclusive environment. The initiatives are to promote better education, economic upliftment of the needy, and set communal harmony. Institute has conducted lectures in the villages for increasing their environmental and ethical awareness. The extension

activities were targeted towards enabling a holistic environment for student development. College has always been at the forefront of sensitizing students to the cultural, regional, linguistic, communal, and socio-economic diversities of the state and the nation. The college celebrates Constitution Day, to teach tolerance and harmony to the students. The Gender Equality Policy focuses on equal access, opportunities, and rights for women and men. Policy for the Differently abled ensures that every single member of the department is aware of the care to be shown to the differently able people.

The college has the curriculum under social science with the inclusion of topics related to human rights, peace, tolerance, love, compassion, harmony, promotion of social values, awareness of environmental protection, and ethics.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	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 teaching-learning process, examinations, evaluation, admissions, appointments and other academic and non-academic activities of the college attempts to inculcate a sense of duty and responsibility among both the students and the faculties of the college. The college follows a no-tolerance principle towards ragging making it a ragging free campus. A variety of activities, involving a large number of students, were conducted to celebrate Voter's Day, Gandhi Jayanti, Constitution Day, Women's Day, Human Rights Day etc. The college involves itself in organizing various activities and took various measures in order to realise above mentioned values and principles within the campus.

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

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

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



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

Our College believes in celebrating various National and International Commemorative Days, Events and Festivals. It is an integral part of learning and building a strong cultural belief among the students. Importance of national festivals and events preach them and remind them about our country’s cultural heritage and history and promote moral values. Celebration of National days

Inculcates patriotism among the students By organizing all these activities. It promotes holistic development of students.

Celebration of various days like, Independence Day, Republic Republic Day, Guru Purnima , Teachers' Day, International yoga day, International Women’s day, Mahatma Gandhi Jayanti, Constitutional Day etc.

The year was went under COVID-19 threat hence in the entire year, we organised many such awareness campaign on the same for human value. Cleanliness campaign, support facility program were organised through our active NCC & NSS student. Tree plantation, save nature, etc. event were organised whenever it was occasion.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

**7.2 - Best Practices**

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

Since our college is one of the oldest institution, many students get opportunity of service on various levels due to better education. Our education society is dedicated to needful. When there was no educational institute nearby the town and student were compelled to drop their education due to long distance, lack of transportation facility, This institute played important role in their life. The college is having NCC and NSS unit since last many

years. These unites produced many brave soldiers and social worker for the nation. The college owns the biggest land and nice playground, natural surrounded educational atmosphere, big library, and good infrastructure which attract students for education. There is large number of girl students in the institution, they are excellent in talent, knowledge and humility. Our aim is to provide better opportunity of higher education and self respect especially the girl to pursue the higher education for their development and progress of the family. In accordance with mission statement HEI gives exposure to the girl students to get an opportunity to participate in every curricular, extracurricular and extension activities very actively.

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

### 7.3 - Institutional Distinctiveness

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

performance of the Institution in one area distinctive to its priority

The college is 52 years old and it has provided education to lot of students from lakhs of students. Since there was no institutions around Ramtek the SNT college Ramtek gives education that increases capacity for various sectors. College has two discipline such as social science, humanities and commerce. Nowadays commerce is having lot of importance in market placement and the college provided such practical approach in society with education along with University prescribe academic program.

Through NCC many students joined army and other armed forces.

The college organised and participated cultural and social activities.

## 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 curriculum is prescribed by the RTMNU (Rashtrasant Tukadoji Maharaj Nagpur University Nagpur).

a. Qualified faculty is appointed as per UGC guideline and the RTM Nagpur University.

b. The HOD of the Departments holds meetings at the beginning of the academic year to decide the courses to be allotted to each teacher. The IQAC has inspired teachers to collect requisite material, download reference material, use appropriate teaching aids/audio/videos and PPTs to ensure good curriculum delivery.

c. Lectures are conducted based on the Timetable. The teachers prepare Teaching Plans for their respective subjects.

e. The implementation of the Teaching Plan and the Activities of the Department is monitored by the HOD, IQAC and the Principal.

f. Weak students are identified by taking class tests and are given remedial teaching. The good students are given additional references.

G. The department arranges range of co-curricular activities to enrich the curriculum. Critical thinking and the progress of the students is maintained through the Aptitude test, class seminars, class discussions, quiz, and eco-friendly activities.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

Good result is the primary objective of every teacher and the teachers are committed to their duty. We evaluated the students periodically based on their aptitude and abilities. After finishing every unit or topic, teacher took an objective and subjective question answer exam to evaluate their understanding about the concerned topic. Every semester we conduct probably two unit tests on the respective curriculum. The unit tests were designed carefully to evaluate the students and their knowledge. We evaluated students based on the given home assignment. Periodically we arranged classroom seminars which help them to get confidence which in turn removed the fear of facing a big audience. For continuous internal evaluation regular objective and subjective tests were also planned in some departments. The questions were so designed to test the understanding, applicability and thinking ability of the student.

Apart from this, the principal of the college had given surprise visits to the classrooms to evaluate teachers performance.

The Principal received feedback time to time from students directly and discuss the issues in the meeting if necessary.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://sntcollegeramtek.com/academic-calendar/">https://sntcollegeramtek.com/academic-calendar/</a>

<p><b>1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University</b></p>	<p>C. Any 2 of the above</p>
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File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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

2

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

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

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

Nil

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

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

### 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The College Constitutes Special Cells to address issues of Gender, Human Values, Environment and Sustainability. These Cells are the Women Development Cell, ICC, Nature Club and the Environment Cell, Cultural committee, discipline committee etc. These Cells conduct varied Co curricular activities like lectures by experts, field workers, panel discussion and competition that engage the students in acquiring broader and in depth perspective of gender equity and equality issues, human values, environment and sustainability.

The various Programmes are structured in such a way that students acquire the basic concepts of cross cutting issues and their multifaceted academic orientation and social application across their academic period spent in the institution.

**ENVIRONMENT AND SUSTAINABILITY :** Environmental studies is a part of curriculum at UG Level as per UGC guidelines and RTMNU Direction and number of activities are undertaken.

**GENDER:** Issues related to women empowerment are facilitated by collaborating with Women Cell, ICC, Prevention of Sexual Harassment Cell,

**HUMAN VALUES AND PROFESSIONAL ETHICS:** NSS volunteers are habituated with rendering humanitarian duties selflessly by conducting awareness drives on election literacy, hygiene and health of woman and girl-child, cleanliness and blood donation camps.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

### 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	<a href="#">View File</a>
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	<a href="#">View File</a>
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

Nil

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

### 1.4 - Feedback System

<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>B. Any 3 of the above</b>
File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<b>No File Uploaded</b>
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
URL for feedback report	<a href="https://sntcollegeramtek.com/feedback-system/">https://sntcollegeramtek.com/feedback-system/</a>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of sanctioned seats during the year</b>	
<b>920</b>	
File Description	Documents
Any additional information	<b>No File Uploaded</b>
Institutional data in prescribed format	<a href="#">View File</a>
<b>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</b>	



supernumerary seats)

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

713

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

We evaluate the students periodically based on their aptitude and abilities. After finishing one unit or topic, we take an objective question answer exam to evaluate their understanding about the concerned topic. Every semester we conduct two unit tests and one preliminary exam on the respective curriculum. The unit tests are designed carefully to evaluate the not only students progress but also their knowledge skills about the topics taught. The question papers are designed in such a way that they have to give descriptive answers. We evaluate them based on the given home assignment also.

Periodically we arrange classroom seminars which help them to get confidence which in turn removes the fear of facing a big audience. Quiz competitions based on syllabus have been conducted via Google classrooms. For continuous internal evaluation regular online objective and subjective tests were also planned in some departments. The questions are so designed to test the understanding, applicability and thinking ability of the student.

Some of the tests were made with time limitation and the students were allowed to attempt the same only once. These process of continuous evaluation and assessment enable to bridge the gap both for the slow learners and the advanced learners.

File Description	Documents
Link for additional Information	<a href="https://sntcollegeramtek.com/college-code-ethical-policy/">https://sntcollegeramtek.com/college-code-ethical-policy/</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
726	10

File Description	Documents
Any additional information	No File Uploaded

### 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institute strives hard to cater to student requirements for delivering a comfortable and joyful learning experience. Regular activities such as student seminars, debates, peer learning group discussions form a part of participative learning and problem solving. Another facet that was often added to this is included in Google classroom open assignments wherein students share their views through comments on specific topics dealt in the live class. This makes student learning all inclusive and transparent making it truly a participative learning experience. During the pandemic as the entire teaching has shifted to online mode so was the case with such student learning practice.

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

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

Pandemic imposed lockdown led to a mandatory shift to the online ICT enabled environment for performing regular teaching-learning

process. Our institute being at the forefront of such activities was the only institute in India to provide its students the facility of stimulatory practical learning experience through subscription to the Labster platform. The regular lectures were taken on platforms like Google meet and zoom. Online quizzes and MCQ based Google form tests and exams made the evaluation process interesting and easy for the students. Realizing the unevenness of internet connectivity which might restrict some students to get a seamless learning experience throughout their day the institute also went on to subscribe for a zoom platform to get the recorded videos of each class which could be shared to every student through Google classroom LMS some of the teachers also took recourse to YouTube lectures, This enabled the students to access these lectures repeatedly and also at their ease.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

#### 2.3.3.1 - Number of mentors

10

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

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

10

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

4

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	No File Uploaded

#### 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

71

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

#### 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 fresher students are subjected to take an aptitude test right at the beginning of their academic pursuit which helps the teachers to categorize advanced and slow learners. Apart from this evaluation another assessment that happens right in the classroom is dependent upon the individual student's preference for the learning material, either shared during or after the class. These student preferences help the teacher evaluate which form of learning is best suited for better understanding in the individual specific manner. In class quizzes, situation/case study based assessment, student polls, in addition to the regular unit tests, assignments and prelims, which are usually a combination of subjective and objective questions; helps modulate and improve the teacher their subject delivery and to optimize the student outcome. Through LMS the ease of formative and summative assessment of the class has become popular practice amongst our teachers. A well validated SOAR (select, organize, associate and regulate) teaching strategy is also employed by certain faculty members based on their formative assessment of students for effective subject delivery. Special efforts are taken by some departments to develop critical thinking abilities in their students through organizing brain storming sessions around some practical problems.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

Internal examinations are conducted through the Google Classroom & Webex. In view of the pandemic of Covid-19, both college internals examinations and some of the university examination were also conducted in the online mode through the Google Classroom. Students are given clear instruction and notice to convey their grievances within stipulated time regarding the internal examination on the Google Classroom. Grievances get solved in two days.

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

## 2.6 - Student Performance and Learning Outcomes

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

Being a University affiliated institution the Program and course outcomes are often framed at the University level. Despite this it is a routine practice at our institute that every teacher is expected to know about the program outcome as envisioned in the University. It is imbibed organically amongst most of the faculty members during the process of framing as many of our faculty members have modest representation in academic bodies of the University. As a regular feature of the college every student is made aware of the Program and course outcomes right in the beginning of their semester as a part of the induction and orientation program. Apart from this every faculty member is frequently involved with the students in the mentoring activity wherein the students get personal orientation towards the expected course outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Whether the students are getting expected deliverables from their teachers in order to get better equipped for attaining the anticipated outcome pertaining to the respective course under the associated program is often done through arranging some brainstorming sessions for the students. Frequent in-class brain activities, group discussions and class seminars help in the evaluation of student growth in a decisive manner. The student progression percentage is also one of the key features for assessment of successful student attainment of Program and course outcome. Above all, the best testimony of student attainment is obtained when any student gets placed in industry or a firm working in the area that closely matches those fields highlighted in the course outcomes. As a part of the employment generation and career guidance cell of the institute this data about student progression and placement is regularly made available to IQAC.

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

### 2.6.3 - Pass percentage of Students during the year

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

200

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

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

<https://sntcollegeramtek.com/student-satisfaction-survey/>

### 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)

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

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

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

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

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

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

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards



**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

**3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year****3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**3.3 - Extension Activities**

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

The year 2021 was pandemic year and there was a high time due to covid-19. There was lot of issues everybody in India also in our town. We have an extensive program of social outreach activity, including on-campus and off the campus social awareness workshops, guest lectures, competitions and donation drives, lot of successful awareness programs and support activities through extension departments NSS, NCC along with some other department as our social responsibility. such as.

a. State level poem competition

b. Dr. S R. Rangnathan Birth Anniversary

- c. Blood Donation and Organ Donation Camp
- d. Prize Distribution of state level competition
- e. Teachers day Program & New voter's orientation
- f. tree Plantation by Ex Students
- g. Corona vaccine Awareness program by NCC dept.
- h. corona Vaccine Camp in College
- j. Tehsil Level elocution Competition
- k. Voter Registration camp
- l. Seminar on occasion of Dr. Dabasaheb Ambedakar Punyatithi
- m. NCC Day Celebration
- n. Swami Vivekaanand And Jijamata Birth Anniversary
- o. Republic Day Celebration
- p. Blood Donation Camp by NCC Dept.
- q. Birth Anniversary of Manoharbhai Patel
- r. Homage to Lata Mangeshkar
- s. Resolution week of Surya Namskar
- t. Lecture on yogasan & Food Nutrition
- u. NSS University Camp At Manapur
- v. Personality Development Workshop
- w. Quiz competition on constitution
- . Mazhi Vasundhara- Cleanliness drive at Rural Hospital

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

7

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

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

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

4080

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

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

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

4080

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

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

4

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

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

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

02

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

## 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.

Curricular and Co-curricular activities - The College has 10 well ventilated and illuminated class rooms with some LCD projector free Wi-fy.

updated spacious library. Separate Reading Rooms for Students and Teachers. library is equipped with INFLIBNET, Shodhganga and Shodhgangotri and has a huge collection of text books, reference books, dictionaries, encyclopedias, Journals and Periodicals for all subjects,3 computer with OPEC (Online Offline).

Computer labs for E-library, Computer Application, Information Technology, Computer and ICT learning.

There is exam control room, IQAC NCC & NSS Room. Principal cabin & Office room, with all impotent facilities.

The teacher's Staff Rooms and departmental space.

1 Girls Common Room for students canteens for the students. Employment and Career Guidance Cell, Women Development Cell Students' Grievance Redressal Cell and many student development related cells.

Ramp Facilities and Wheel Chair for Physically Challenged students and staff.

CCTV cameras are installed at all strategic places to monitor and strengthen security.

Principal Bungalow and rest room for students & staff. The college makes optimal use of the space by running the courses in shifts.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sntcollegeramtek.com/college-code-ethical-policy/">https://sntcollegeramtek.com/college-code-ethical-policy/</a>

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

College has completed its more than 50 years and during his long period lot of activities were successfully organized by the college. The Institution has adequate facilities for cultural activities, sports, games gymnasium, yoga centre etc.

1.Extracurricula Activities college has multipurpose hall for cultural activities.

One internal open ground for a cultural activity and stage program.

An extensive and big playground divided in the three part for different sport activities such as Cricket, Football, Lawn Tennis, Volleyball Archery, Throw ball, Kabaddi and KhoKho. etc,  
.

College has a Gym for both staff and students.

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

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

1

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

10	
File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

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

#### 4.2 - Library as a Learning Resource

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

The college Library has a huge collection of Text books, Reference books and others books with foreign, peer-reviewed journals and bound volumes of journals. The reading room is well furnished to accommodate 60-80 students at a time and provides conducive environment for study. A visitor record is maintained for students and faculty members, New Arrivals of books and journals are

displayed on rack. The library has under closed circuit television (CCTV) surveillance Cameras.

**OPAC:** The library has developed the database of its own collection through the library software. Library is fully computerized, online public access catalogue (OPAC) facility is made available in the library. The library is a member of N-list consortia of information library network (INFLIBNET) since 2021 under this consortia library provides more than 3135000+ e-books and 6000+ e-journals to students and faculty member. Internet and reprography facility with computer system.

**Library Automation:** LIBMAN library software is cloud version & Update. It the online public access catalogue (OPAC) is available.

**Library Website:** The College website has detailed information of the library it has a Web OPAC Module  
<https://sntcollegeramtek.com/library/> remote access to e-publications.

**E-Library:** Total number of computers for public access is 32 Internet band width/speed minimum 50-100mbps

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="https://sntcollegeramtek.com/about-library/">https://sntcollegeramtek.com/about-library/</a>

**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**

B. Any 3 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>



**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)**

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)****4.2.4.1 - Number of teachers and students using library per day over last one year**

25

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

**4.3 - IT Infrastructure****4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

There are different digital technological facilities available in the college. There are 01- smart classrooms,01- conference hall and PPT presentation facility is available in the college. The up gradation work of another laboratory (ENGLISH LANGUAGE LABORATORY) is also under construction. A well equipped computer lab is also functioning in the college. The students of the college are access to the computer lab. The college & the library building are facilitated with the Wi-Fi connectivity. . There is open access of Wi-Fi connectivity to all student and the staff members of the college. All teaching staff member use the ICT in the classrooms, whenever needed. Most of the official work is being done with the help of ICT. The college regularly maintains the IT facilities.

All classes were online and student was provided support for the same in the pandemic period. Computer and IT related instruments are maintenance by third party service provider. Computer & IT Cell takes care of the routine maintenance. The hardware and software of the old computers are replaced as per requirement by. Biometric system is also upgraded as required and mandated by Government rules. The Biometric system of recording attendance of the staff has been upgraded from finger prints. CCTV cameras have been installed at all strategic placed to strengthen security in the campus.

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

#### 4.3.2 - Number of Computers

40

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

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

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

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

There are committee constituted for each activity, its coordination and maintenance. work plan execute under guidance of IQAC and annual planning. The CDC also engages itself in cross section meetings with various committees and cells of the college to get the knowhow of their requirements about the support facilities. Every committee has instruction to look after the program and work. Everything related to student facilitation right from the admissions till their exams

was managed in a flawless manner through our website. Library:

- Library has authorizes software and maintain by the Master Software Agency. The Library Advisory Committee meets periodically to review the needs of the library. Computers, Software & Website: • Computer maintenance through computer & IT Cell is done regularly. College availed a third party serviced provider for ICT related systems, physical and software maintenance. College website is maintained by IQAC coordinator personally.

- Office & Administration: CMS Software is made with Master Software Agency, Nagpur who provides all software on cloud basis since long.

- Classrooms, Sport Ground and cleaning

The College Committee takes all decision with principal related cleaning, maintenance, infrastructure, repair of furniture and other electrical equipment, sport ground, garden and other and work accordingly.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

691

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

#### 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

449

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

<b>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</b>	<b>A. All of the above</b>
---	----------------------------

File Description	Documents
Link to institutional website	<b>Nil</b>
Any additional information	<b>No File Uploaded</b>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**2164**

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

**2164**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	<a href="#">View File</a>
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

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

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

98

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 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**

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

-

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

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

Student council of the college is one of the important bodies of the college which is formed under the aegis of University Students Council of R. T. M. Nagpur University.

We have policy to elect the student on the basis of merit and extra ordinary activities. Student council of the college is an elected body and always joins hands with faculty members and college administration to ensure overall development of college. Student Council (SSC) representatives actively participate in various activities. They help in coordinating all the events

related to academics and other co-curricular Extra-curricular activities. They work as a medium between faculty and students.

**Students Coordination in**

- Ø Day to day academic activities at their level
- Ø Communicating the information between students Teaching faculty
- Ø Conducting special events.
- Ø Organizing Cultural events
- Ø Organizing Sports Games for the students
- Ø Arranging Industrial Visits for the students
- Ø Inviting the external guest speakers and organizing the Seminars Workshops.

8. Students are also part of administration of the institution and IQAC and all other activities.

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

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

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

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

#### 5.4 - Alumni Engagement

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

SNT College Ramtek Alumni Association is very active and plays an important role in the function of the college. The association is in the process of registration under the society registration act. and all official process is completed.

The college is an old institute, a good number of alumni are occupying eminent position in the society. The members of the association contribute in the many activities such as Feedback on curriculum, teaching learning process, Important suggestions about changing trends about business and industry, Guest lectures to the students of current year batch, In teraction and mentoring the students. Alumni meets are conducted periodically for networking strengthening the social relations and sharing the expertise with the students for guidance.

The alumni meet has always been a memorable get together between alumni and the teachers of the college wherein glorious moments were relived and valuable ideas were shared between alumni and the current students.

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

<b>5.4.2 - Alumni contribution during the year (INR in Lakhs)</b>	<b>E. &lt;1Lakhs</b>
File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
<b>GOVERNANCE, LEADERSHIP AND MANAGEMENT</b>	
<b>6.1 - Institutional Vision and Leadership</b>	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>Vision of the institution: transformation of human being through education.</p> <p>Mission of the institution: commitment to important a liberal model sound and quality education to all the section of society.</p> <p>*To provide access of learning opportunities to best possible number of student from the region irrespective of cast, creed, religion and economic status.</p> <p>*To ensure all round development of the students through to various cultural and extracurricular activities.</p> <p>*Moral value among students and provide quality education besides regular University syllabus.</p> <p>*To inculcate a sense of civic responsibility social commitment and moral of opportunity among the students to make them not only</p> <p>Employable student but also better citizens.</p> <p>*To provide exposure to learners through latest trends in relevant branches at knowledge through organizing various academic programs workshop study tours seminar etc,</p> <p>College development committee (CDC) and various committees of all faculty member play important role for designing perspective plan, implementation effectively for improvement at teaching learning research and extension activities.</p>	

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

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

The institution provides operational autonomy to various functionaries in order to ensure a decentralized governance system. We have following practices:

- 1) The organizational Hierarchy
- 2) Formation of Teachers committees.

The institute has an operational organizational hierarchy as follows: Principal Level: Principal is the Member Secretary of CDC and Chairperson of the IQAC. She is at the apex of hierarchy. IQAC: Institution has an IQAC cell. The members of IQAC provide the institutional vision and mission and empowered to suggest administrative and developmental policies for quality assurance in academic and organizational frame work. Shift-in-Charge: The institute has appointed the senior faculty member of the college for the said to ensure proper functioning of the academic and student activities. HODs: Every department has head of the department for departmental planning and implementation. HODs are given representation in various committees / cells.

The second practice of decentralization is the formation of teachers committees. such as, Admission, Examination, Cultural, SRC, Library Advisory, and other Committee. The Principal in consultation with the teachers nominates different committees for planning and implementation of different academic, administrative, and student welfare policies. The various committees ensure to cater the diversified need of all the stake holders.

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

**6.2 - Strategy Development and Deployment**

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategic is nothing but our Vision of the institution as ' transformation of human being through education' and Mission as ' commitment to impart a liberal model sound and quality education to all the section of society.'

Deployed: \*To provide access to learning opportunities to students.\*all round development, Moral value, sense of civic responsibility, social commitment, moral of opportunity among the students to make them not only employable student but also better citizens besides regular University syllabus.\*Provide exposure to learners through latest trends in relevant branches at knowledge for organising various, programs workshop, study tours, seminar etc,\*The college teacher regularly participating various discussion making committees such as CDC IQAC, admission for implementation of vision and mission.

For example, the college organised students and college staff centric various conferences, seminars, workshops for holistic development of the college. Such as computer exams guidance, academic syllabus wise seminars etc. for students and two week national FDP on understanding contemporary Maoism in India, two FDPs on ICT for teaching and non-teaching, published Arthvishva journal, also published two special issues on Maoism and Issues of farmer under impact factor international journal. Teachers were encouraged for their academic development and ICT base teaching learning methodologies.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://sntcollegeramtek.com/college-code-ethical-policy/">https://sntcollegeramtek.com/college-code-ethical-policy/</a>
Upload any additional information	<a href="#">View File</a>

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.

Through the practical experience of management, corporate

management has been designed in a scientific and transparent manner to obtain the best results from it. Hierarchical clusters were created from top management down level to clearly delineate duties, responsibilities, accountability, and powers at each stage.

College has a broad Vision and Mission that focuses on innovative approach for quality teaching. The institute follows a democratic and participatory approach of governance for achieving its goals. All stakeholders participate actively in the administration of institute. The college has a well-structured administrative and academic setup to consistently improve the quality and standard of education transmitted and to achieve excellence. The overall corporate governance structure is classified as "Academies" "Administration". With greater consideration of all stakeholders over students an effective management system is organized. The foundation has formed various committees at institute and department level for the effective functioning of the organization. The objectives and functions of the committees are organised according to the instructions of the head of the institution.

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

There are many government schemes for welfare measures of teaching and non- teaching staff. The college implements all the schemes according to government guideline such as,

Teaching: GPF , DCPS , Group Insurance , Medical Reimbursement , All sorts of granted leaves , All facilities recommended by Govt.

Non-teaching: GPF , DCPS , Group Insurance , Medical Reimbursement, All sorts of granted leaves ,All facilities recommended by Govt

File Description	Documents
Paste link for additional information	<a href="https://sntcollegeramtek.com/college-code-ethical-policy/">https://sntcollegeramtek.com/college-code-ethical-policy/</a>
Upload any additional information	<a href="#">View File</a>

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

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

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

### 6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

2

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

### 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

3

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

There are two types of Performance based evaluation. The first is called "PBAS [performance based appraisal system]" and the second is called "Principal evaluation on overall all performance".

The PBAS provides a feedback of the faculty member. It helps them in understanding the changing needs of students. All teaching faculty member fill the prescribed format of PBAS for self-appraisal. This system encourages them to make excellent performance in teaching and learning. The institution has PBAS for assessment of teaching staff. The appraisal report is based on the annual performance of the employee on the basis of their academic, research and other extracurricular activities. The format contains, Part-A: general instruction, Part-B: Academic performance, Part-C: other related information [duly signed by the Principal, and Part-D: Comment on the self-assessment by the Higher-Education Department. The main part, i.e., Part-B consists of 4 categories. Category-I includes "Teaching-learning and evaluation related activities of total 125 marks. Category-II includes "Co-curricular, extracurricular and professional development related activities of total 50 marks.

Category-III includes "Research and academic contribution" having no foundation of marks. Category-IV includes "Summary of the API" to be filled by the teaching faculty.

Principal evaluate the staff on the basis of activities.



File Description	Documents
Paste link for additional information	<a href="https://sntcollegeramtek.com/college-code-ethical-policy/">https://sntcollegeramtek.com/college-code-ethical-policy/</a>
Upload any additional information	<a href="#">View File</a>

#### 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

There is regular financial audit policy. The institute conducts Internal and External audit on regular basis from reputed and certified Chartered Accounting Agency. The internal audit is done by

C. A. Sumit Heda of S.V.K. Company.

The External audit is done by A.O. of Joint Director office A. G. Office , Nagpur.

File Description	Documents
Paste link for additional information	<a href="https://sntcollegeramtek.com/audit-statement/">https://sntcollegeramtek.com/audit-statement/</a>
Upload any additional information	No File Uploaded

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

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

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

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

Institution received financial support from various sources. such as,

1. Fees: Fees from students of various granted and self financed courses, also fund from scholarship, Free-ship as tuition fees as per government guideline, fund as selling of old news papers, Scrap & penalty etc. from the Library.

2. Salary Grant: The College receives salary-grant from the State Government. For Permanent teachers and nonteaching staff as well as part-time teachers working on granted posts.

3. UGC Grants: Our College is under 2F and 12B as per UGC Act and Permanent Affiliation of the University hence we receive grants from the UGC for various purposes.

4. Other sources: Gondia Education Society whenever it is required, stakeholders, non-government bodies, individuals and Philanthropists, interest from deposits and saving accounts, donation for various purpose.

Our resource mobilization policy:

The institution has the CDC and the IQAC, monitors the mobilization of funds and makes sure that the funds are spent for the development & required purpose. Regular internal audits from the Chartered Accountant and external audits from the government make sure that the mobilization of the resources is being done properly. to ensure the optimum utilization of resources, the Principal issues directions.

File Description	Documents
Paste link for additional information	<a href="https://sntcollegeramtek.com/college-code-ethical-policy/">https://sntcollegeramtek.com/college-code-ethical-policy/</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

The Internal Quality assurance cell (IQAC) always played catalyst role in quality enhancement in the college. The Institute IQAC planned, organized and executed the necessary steps that included the preparation of detailed quality manuals, identification of key performance indicators and mapping the various processes across

the entire functioning of the Institute, Preparation of Annual Calenderer to implement various policies as per Vision of the college is the always focus of IQAC.

The IQAC led efforts to the successful implementation of modern technology in the Institute's administrative functioning through ICT in the pandemic situation. Automation of Library, admission, financial and examination processes, up-gradation of Wifi and LAN facilities, Computer lab have significantly contributed to an enhanced quality of teaching-learning experience.

for example, in the covid pandemic, IQAC played a crucial role for conducting situational workshop and awareness campaign and state level competitions as our social responsibility at the one side and workshop on ICT based Teaching learning skills, E content debelopment, conducted national & Institutional level FDP, educational, workshops, seminars etc. feedback from stakeholders etc. He has made impotent physical changes in the institution as well as website, worked on social media as facebook & YouTube platform etc. services for students .

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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 Contribute/Monitor/Evaluate the Teaching & Learning processes:**

The IQAC organizes regular academic audits to ensure effective implementation of teaching learning process and maintenance of course files. Verification of internal test analysis, question papers. Arrangement of special classes for weak students during evening hours. Identifying the new processes/delivery method and recommending the same for improving the quality. Analysing the deviations from the benchmarks and reporting. Feedback from the stakeholders (students, alumni, parents etc.). Encouraging faculty for online certification Courses. Faculty development Programs and

Skill Development Training Programs are organized every year.

#### **Reviews and Implementations of Teaching-Learning Reforms through IQAC:**

In order to improve online teaching learning process in pandemic situation, the IQAC was taken initiative for conducting such e-content development workshop for faculty. The IQAC guided and gave various information of ICT tools which was used for preparation video lecture and e-content. This initiative had resulted to enhance quality of online pedagogy. In Covid 19 pandemic all the faculty members used ICT tools for effective teaching learning.

Guest lectures were organised on advanced topics by the eminent academicians and industry experts. Faculty development through workshops, orientation programs, seminars and conferences.

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

<p><b>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></p>	<p>C. Any 2 of the above</p>
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File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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 promotion of gender equity forms one of the primary goals of disseminating education In order to ensure the same, the college hasd constituted 2 special Cells namely the Women Development Cell and the ICC to address and impart gender based measures and conduct activities that would disburse a sense of gender equity amongst both students and staff in the college.

Following activities relating to gender sensitization and gender empowerment were conducted in the academic session :

1. Celebration of International Women's Day - March 8th  
(<https://www.youtube.com/watch?v=1JOb4aqq0hQ>)

Guest Lecture on the topic, Yoga and Breathing Exercises for Immunity Boosting as Preventive measure for Covid-19.

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

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
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

It is not science college hence there is no Liquid, Biomedical, chemicals or radioactive waste available in the college.

Solid Waste is collected on a daily basis from various sources. Daily garbage is collected by housekeeping personnel and handed over to garbage collection van of Nagar Parishad Ramtek. There is no draingeline of Municipal office hence all wastewater lines from toilets etc. are connected with underground drainage tank and it is disposed ecofriendly ways. Waste material like plastic, papers etc. are collected and sold out to scrap vendors.

The E-waste collected is stored and disposed every year

accordingly. Empty toners, cartridges, outdated computers and electronic items are sold as scrap to ensure their safe recycling. Old monitors and CPUs are repaired and reused.

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

**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**

C. Any 2 of the above

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

#### 7.1.5 - Green campus initiatives include

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

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

C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	<a href="#">View File</a>

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

<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b>	<b>C. Any 2 of the above</b>
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<b>No File Uploaded</b>
Certification by the auditing agency	<b>No File Uploaded</b>
Certificates of the awards received	<b>No File Uploaded</b>
Any other relevant information	<a href="#">View File</a>

<b>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</b>	<b>C. Any 2 of the above</b>
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File Description	Documents
Geo tagged photographs / videos of the facilities	<b>No File Uploaded</b>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e.,



tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institute is proactively taking efforts in providing an inclusive environment. The initiatives are to promote better education, economic upliftment of the needy, and set communal harmony. Institute has conducted lectures in the villages for increasing their environmental and ethical awareness. The extension

activities were targeted towards enabling a holistic environment for student development. College has always been at the forefront of sensitizing students to the cultural, regional, linguistic, communal, and socio-economic diversities of the state and the nation. The college celebrates Constitution Day, to teach tolerance and harmony to the students. The Gender Equality Policy focuses on equal access, opportunities, and rights for women and men. Policy for the Differently abled ensures that every single member of the department is aware of the care to be shown to the differently able people.

The college has the curriculum under social science with the inclusion of topics related to human rights, peace, tolerance, love, compassion, harmony, promotion of social values, awareness of environmental protection, and ethics.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	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 teaching-learning process, examinations, evaluation, admissions, appointments and other academic and non-academic activities of the college attempts to inculcate a sense of duty and responsibility among both the students and the faculties of the college. The college follows a no-tolerance principle towards ragging making it a ragging free campus. A variety of activities, involving a large number of students, were conducted to celebrate Voter's Day, Gandhi Jayanti, Constitution Day, Women's Day, Human Rights Day etc. The college involves itself in organizing various

activities and took various measures in order to realise above mentioned values and principles within the campus.

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

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

A. All of the above

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

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

Our College believes in celebrating various National and International Commemorative Days, Events and Festivals. It is an integral part of learning and building a strong cultural belief among the students. Importance of national festivals and events preach them and remind them about our country's cultural heritage and history and promote moral values. Celebration of National days

Inculcates patriotism among the students By organizing all these activities. It promotes holistic development of students.

Celebration of various days like, Independence Day, Republic Day, Republic Day, Guru Purnima , Teachers' Day, International yoga day, International Women's day, Mahatma Gandhi Jayanti, Constitutional Day etc.

The year was went under COVID-19 threat hence in the entire year, we organised many such awareness campaign on the same for human value. Cleanliness campaign, support facility program were organised through our active NCC & NSS student. Tree plantation, save nature, etc. event were organised whenever it was occasion.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

Since our college is one of the oldest institution, many students get opportunity of service on various levels due to better education. Our education society is dedicated to needful. When there was no educational institute nearby the town and student were compelled to drop their education due to long distance, lack of transportation facility, This institute played important role in their life. The college is having NCC and NSS unit since last many years. These unites produced many brave soldiers and social worker for the nation. The college owns the biggest land and nice playground, natural surrounded educational atmosphere, big library, and good infrastructure which attract students for education. There is large number of girl students in the institution, they are excellent in talent, knowledge and humility. Our aim is to provide better opportunity of higher education and self respect especially the girl to pursue the higher education for their development and progress of the

family. In accordance with mission statement HEI gives exposure to the girl students to get an opportunity to participate in every curricular, extracurricular and extension activities very actively.

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

### 7.3 - Institutional Distinctiveness

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

performance of the Institution in one area distinctive to its priority

The college is 52 years old and it has provided education to lot of students from lakhs of students. Since there was no institutions around Ramtek the SNT college Ramtek gives education that increases capacity for various sectors. College has two discipline such as social science, humanities and commerce. Nowadays commerce is having lot of importance in market placement and the college provided such practical approach in society with education along with University prescribe academic program.

Through NCC many students joined army and other armed forces.

The college organised and participated cultural and social activities.

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

7.3.2 - Plan of action for the next academic year

The world is undergoing rapid changes in the knowledge landscape. Many unskilled jobs worldwide may be taken over by machines, while the need for a skilled work force, in conjunction with multidisciplinary abilities across the Science, social sciences, humanities etc., In the recent future we have planned to develop our specific areas for college development and we have our first

special focus on research and another focus on the technological teaching techniques to reach students. There is lot of issues on which the institution is needed to work but we choose some possible things as fellow. Ramtek Ponds Fishing Scheme training, Leaf Development, Ph.

D. registration, Placement of Teachers, Garden Development, Indoor game facilities IT infrastructure Development, ICT base teachers training , NCC program, Women empowerment program, Short term program, FDP for Teacher Non Teaching, Seminars of Departments, Student Visits, University level NSS Camp, NCC Program, Village Adoption, MOU with institutions/industries, Soft Skill training for students, salute to all the National Heroes, Tree plantation, Program on Tiger & nature Conservation, Student welfare fund, Alumina Registration, Reading room facility, Ground modification, All training programs we did online like as, Question Bank preparation, Books, research paper methodological training, Workshop on IQAC, Proposal for Minor/ major, Collaborative activity, Corporate social responsibility,