Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**SHRI SWAMI VIVEKANAND SHIKSHAN SANSTHA KOLHAPUR'S SMT.MEENALBEN MEHTA COLLEGE(ARTS,COMMERCE AND SCIENCE)**
Name of the head of the Institution	**Arun Ramchandra Gade**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**02168-240677**
Mobile no.	**9637448055**
Registered Email	**smt.meenalbenmehtac@yahoo.com**
Alternate Email	**iqacsmt.mmcollegepanchgani@gmail.com**
Address	**Khingar Road, Panchgani, Tal: Mahabaleshwar, Dist: Satara, 412805**
City/Town	**Panchgani**
State/UT	**Maharashtra**

Pincode	**412805**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Milind Madhusudan Sutar**
Phone no/Alternate Phone no.	**02168240677**
Mobile no.	**9960972408**
Registered Email	**iqacsmt.mmcollegepanchgani@gmail.com**
Alternate Email	**smt.meenalbenmehtac@yahoo.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://smtmmcollege.org/uploads/AQAR%2017-18%20Smt.%20M%20M%20College,%20Panchgani.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://smtmmcollege.org/uploads/Academic%20Calendar%202018-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**C++**	**68**	**2004**	**04-May-2004**	**03-May-2009**
2	**B**	**2.01**	**2013**	**05-Jan-2013**	**04-Jan-2018**
3	**B**	**2.41**	**2019**	**24-May-2019**	**23-May-2024**

6. Date of Establishment of IQAC	**22-Jun-2004**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Organization of Science Quiz Particularly for B.Sc part III students	20-Sep-2019 01	40
View File		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Smt. Meenalben Mehta College	General Development grant	UGC	2018 365	960633
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**3**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

1. Faculty members had been deputed for participation in Induction courses, Orientation Courses, and Refresher Courses.

2. Faculty promoted to publish research papers in UGC referred journals.

3. Faculty promoted to pursue M.Phil. and Ph.Ds.

4. Registered Alumni Association meet arranged.

[View File](#)

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

Plan of Action	Achivements/Outcomes
To prepare for online submission of AQAR 2018-19 after 3rd cycle of NAAC.	Preparation and submission of AQAR is in progression.
To motivate the student for use of e learning and referencing by providing high speed free WiFi internet facility	Free One Mbps high speed free WiFi internet facility is provided to the students.
To enhance use of Computer lab for students	The laboratories are equipped by purchasing new instruments.
To start new COC courses for the students	Ten new COC courses are started.
To renovate college building with necessary requirements	Few classrooms, Staff room is renovated and Women Empowerment Cell is newly Constructed.
To upgrade college website	The college website is periodically updated.
To minimize the electricity consumption use of LED bulbs in the college campus	Institute replaced all the bulbs by LED bulbs.
To organize Shikshanmaharshi Dr. Bapuji Salunkhe lecture series for the society under best practices	Institute organized Shikshanmaharshi Dr. Bapuji Salunkhe lecture series for the society under best practices on eighteen, nineteen and twentieth January two thousand nineteen.
To face Sanstha Administrative and Academic Audit for year 2018-19 to improve quality of work.	Sansthas AAA committee visited on twenty three March twenty nineteen.
To promote green practices in the campus for environment.	Fifty plants have been planted.
[View File](#)	

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
College Development Committee	27-Dec-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No

16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2018**
Date of Submission	**14-Jul-2020**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**The software CMS is purchased for office which we used to collect the Students data (information) with all respect such as admission, examination forms, fine, dues, results and students support services etc. Also the Daily cash software available from the sanstha office is particularly used for institutional financial income and expenditure along with resources available and its distribution. The biometric machine installed used to collect Teachers data regarding attendance. Library is partially automated with ILMS and eresources through Nlist are available in the College Library. Every department has established Whatsapp group of the students through which the rapport between the students and teachers has established recently. The students used to share difficult concepts and terms with their classmate. It has resulted in a successful method of offcampus interactions. Every department has its blog to make interactions with students. The links of every departmental blog are provided to the students on the college website. The purpose of creating the blogs is to provide the study material to the students like enotes, ebooks, list of reference books, question bank, question papers of previous university examination. The College facilitates the teachinglearning process by providing internet and WiFi facilities, LCDs, software, laptops, educational CDs, ebooks/journals.**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The College meticulously develops the action plans for effective implementation of curriculum. Each department follows an academic calendar prescribed by the College/University to complete the syllabus in time. Group discussion, seminars and presentations are planned and carried out. Question Banks have been prepared by the departments concerned with the reference of students and faculty-members. ? The College also deploys the following action plans: - Allocation of Time -Table at departmental level. - The Head of the Departments distributes the workload. - Micro -Teaching plan is achieved by maintaining Academic Diaries. - In the beginning of the academic year, an action plan is prepared by the IQAC. Periodic meetings are conducted by the Principal to review and monitor. Guest lectures are arranged to benefit students with additional knowledge. Teaching staff conducts the internal assessment of students. Each department conducts class tests for internal assessment. The use of ICT, Laptop, well equipped laboratories, facilitates the students to improve their performance. Most departments also organizes Quiz, Study Tour, Field Project, Workshop, Exhibition etc. to develop the presentation skills of the students. Syllabus Completion Report is submitted to the College Office by teaching staff at the end of each term for review and action is taken. Documentation related to notices, agenda, minutes, time-table, annual teaching plan, workload distribution, Academic Calendar of Curricular, Extracurricular and Extension Activities, attendance of students, question papers, analysis of assessment results, reporting to HOD regarding changes made in teaching learning process as per result analysis, previous University Examination Question Papers, Model Question Papers etc. has been maintained. Departmental Blogs and Whats app Groups of faculty and students is formed for better communication. At the beginning of the academic year slow and advance learners are identified. Extra coaching for them is scheduled. The College operates at UG level keeping in mind our goals and objectives that is to make students employable through holistic education and skill development.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Bank management	---	20/07/2018	180	Knowledge Banking systems make it easy for the knowledge to reach the right person at the right time.	enhancing the overall performance efficiency in banking institutions.
Event management	---	20/07/2018	180	Event management helps you build a strong professional network as you work with people across	. The Limitless Skill development opportunities have Event Management System.

				different domains	
History and Tourism	--	20/07/2018	180	History and Tourism is one of the most rapidly expanding tourism segments in terms of visitor numbers globally and is a major attraction.	History and Tourism is one of the most rapidly expanding tourism segments in terms of visitor numbers globally and is a major attraction.
Certificate course in Journzlism	--	20/07/2018	180	Students get to learn for a living. Students work on challenging and exciting projects.	Students work among passionate, informed people.
Personality developments	---	20/07/2018	180	With Personality developments , the living standard of rural people requires development in rural technologies to stimulate the rural developments. This subject is for whom who want to make their carrier in social, cultural field	Personality developments allow managers to better understand how to keep individual employees engaged and motivated at work
Prayojanmulak Hindi	---	20/07/2018	180	The advantages of practical Hindi are unmatched. Getting theoretical knowledge has no value until	Understand the of knowledge of practical Hindi in business, their benefits their results into

				students can apply it for practical purposes or during the job	accepting challenges you may encounter.
Indian Polity for competitive exams skill based course	---	20/07/2018	180	advantage of this course is that exams promote competition among students. Students work harder to improve their knowledge and skills.	Examinations are usually written tests, although some may have practical components, and vary greatly in structure, content, and difficulty depending on the subject
Basic English Grammar for competitive exams	---	20/07/2018	180	Grammar improves your Reading and Writing skills, Knowing basic grammar is important in order to be able to analyze and improve your language performance.	The knowledge and skills acquired through the Course is essential and useful for a variety of different careers
English Speaking Course	---	20/07/2018	180	Course also equip students with a wide range of transferable skills like teamwork, leadership, problem-solving, presentation skills,	Course also equip students with a wide range of transferable skills like teamwork, leadership, problem-solving, presentation skills,
Agro Tourism Skill based Course	---	20/07/2018	180	agritourism provides opportunities for diversif	agritourism provides opportunities for diversif

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	BA-I	15/06/2018
BCom	BCom-I	15/06/2018
BSc	BSc-I	15/06/2018

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

	Certificate	Diploma Course
Number of Students	254	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Environment Study	95
BCom	Environment Study	116
BSc	Environment Study	30
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nill
Alumni	Yes

Parents	Nill

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

Feedback Obtained

The College collects feedback from the students, teachers and alumni. The feedback of teachers are verified and the suggestions are recommended to the (BOS) of the University. Taking into consideration the feedback from the stakeholders the College has introduced Career Oriented/skill enhancing courses and Distance Education. Designing and restructuring of the courses is done by the affiliating University. The College, however, makes significant contribution in the curriculum designing and development through its faculties who are the members of the Board of Studies. The feedbacks from students and their parents on the desired changes in the curriculum are also obtained. Inputs from the alumni and employers are also taken into consideration. The faculties of various academic bodies communicate the suggestions/ recommendations to the University for redesigning and development of the curriculum for appropriate and effective inclusion.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	BA-I	168	130	130
BCom	B.Com-I	168	142	142
BSc	B.Sc-I	120	113	113
[View File](#)				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	914	Nill	24	Nill	24

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
24	24	6	6	1	7
[View File of ICT Tools and resources](#)					
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college carefully structures the prospectus maintaining the various kind of information. It is to provide information about the college and its courses in a better form so that more students are attracted to the college for admission. The college has constituted various committees to deal with students issues regarding academic and personal support. Academic support: The admission committee helps the students in selection of proper subjects during the process of admission. Academic counseling is also rendered to the students in day – to – day teaching – learning process. Personal support:- The Head of the department and his assistants try to identify the personal problems of the students and render advice and guidance to them. Some staff members extend financial support to the poor students for paying admission and examination fees. Grievance redressal committee provides personal support for getting his grievances redressed. Through a vigorous and vibrant teaching-learning process, the students are groomed to deal with real-life situations, to withstand pressure, to bear the stress, to persevere, and to gain experience. In this way, the institute provides psychosocial support. The Principal also takes keen interest in mentoring the students for psycho – social issues. Professional guidance is provided to the students who participate in sports and cultural activities. The institute runs about ten 'Currier Oriented Certificate Courses which helps the students to overcome inferiority complexities. Professional counseling is provided to the students by inviting various professionals from different fields like academics, industries, health, sports, culture etc. The institute organizes lectures on career development and the placement cell helps the students in securing jobs. Mentoring the students is practiced at a personal and departmental level. The mentoring of the girl students is looked after by lady teachers. Academic advice is rendered by the principal to the students for pursuing higher studies in Welcome and Farewell functions to explore carrier.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
914	24	1:38

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
38	24	14	Nill	13

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Shri Rajaram Maruti Kamble	Assistant Professor	State Level Award for Active Teacher by Maharashtra State School Movement Committee

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester- end/ year- end examination
No Data Entered/Not Applicable !!!				

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The University has decided to introduce choice based credit system for first year of all streams from the academic year 2017-18. The Institute's examination-committee implements the University evaluation programme. The committee strictly observes the rules and regulations of the University. The committee is entrusted with the responsibility of checking unfair means during the examination and evaluation. The examination committee also ensures that University notifications and circulars regarding evaluation reforms are displayed on the notice -board and circulated through the class. For effective implementation of evaluation reforms the Institute, faculty members conduct : surprise test, seminars, project work, group discussion, open book test etc. which in turn helps the students to prepare for University Examinations. For the final year students of B. A., B.Com. and B.Sc. it is compulsory to present seminars. For the final year students of B. Sc. home assignment/oral test and project work are conducted. The College internal examination committee works towards making the internal examination process more transparent and objective. Besides traditional methods such as Home Assignment and tutorials, new methods such as Open Book Tests, Surprise Tests, Seminars, Multiple Choice Question series, Quiz, Group Discussions are introduced at the departmental level. The faculties are given space and time to conduct such formative tests. Preliminary Examination has been started from the academic year 2018-19.

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

Before the beginning of the academic year, the Institute prepares an academic calendar containing the relevant information of the working days, celebration of various days, holidays etc. In the first staff meeting teachers are informed about the academic calendar by the Principal. Considering the academic calendar provided by the university, a comprehensive academic calendar is prepared by the committee of Heads of the departments and the principal with the help of IQAC. The college annually publishes 'Academic Calendar' containing the relevant information regarding the teaching-learning schedule various events to be organized, holidays, dates of internal examination, etc. The academic calendar is prepared so that teachers and students should know all the activities regarding teaching-learning process and it is also published on the website of the College. In the beginning of every academic year, the Examination Committee of the College prepares a schedule of the Continuous Internal Evaluation (CIE) such as Unit Test, Open Book Test, Home Assignment and Surprize Test for the guidance of the faculty and students. The faculty is free to conduct these tests at individual level after the completion of units. In case of Projects/Seminars/Orals, the Examination Committee prepares the time table before the beginning of the University semester examinations. All this process is monitored by the IQAC of the College. The CIE process is also reflected in the departmental calendars prepared in the beginning of each academic year. The Management has also made it mandatory to conduct the CIE and prepared the schedule to conduct various examinations/tests every year. The Management evaluates and monitors the process periodically for the proper implementation of the CIE system. At the end of each month the Head of the Departments compares and tallies the topics mentioned in the monthly syllabus completion plan with the actual plan submitted by the members of the department by conducting meeting with the students. If he finds any discrepancies, he guides his assistance in this matter. The Departments also carries out the assessment of students based on his performance in seminar, group discussion, debating, multiple choice test, surprise test, open book test and attendance.

2.6 – Student Performance and Learning Outcomes

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

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
286	BSc	Botany	10	8	80
286	BSc	Chemistry	26	21	80.77
286	BSc	Physics	12	10	83.33
7801	BCom	Commerce	80	56	70
3129	BA	Economics	10	10	100
3129	BA	History	10	5	50
3129	BA	Sociology	10	9	90
3129	BA	English	11	5	45.45
3129	BA	Hindi	12	8	66.67
3129	BA	Marathi	13	11	84.62

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2.7 – Student Satisfaction Survey

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

https://docs.google.com/spreadsheets/d/1vuadszmLdSqA5o8vS_mQcXj8SR8AWxKMQxBAU3z_wMI/edit?usp=sharing

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	730	Shivaji University Kolhapur	75500	57500
Minor Projects	730	Shivaji University Kolhapur	65000	52500

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

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

No Data Entered/Not Applicable !!!
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
Department of Chemistry	1
Department of Commerce	2

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Physics	1	1.87
International	Botany	2	2.1
International	Economics	2	2.0
International	History	1	2.0
International	marathi	1	1.5
International	Sociology	1	2.0
International	Political Science	1	2.0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Zoology	1
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
View File						

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

Title of the	Name of	Title of journal	Year of	h-index	Number of	Institutional

Paper	Author		publication		citations excluding self citation	affiliation as mentioned in the publication
			No Data Entered/Not Applicable !!!			
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	**Nill**	**10**	**16**	**Nill**
Presented papers	**7**	**11**	**1**	**Nill**
Resource persons	**Nill**	**1**	**1**	**Nill**
		No file uploaded.		

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Rakshabandhan	**Police Station, Panchgani**	**5**	**70**
International Literacy Day	**Bank of Maharashtra, Panchgani**	**30**	**117**
Voters Awareness Programme	**Revenue Department, Mahabaleshwar**	**25**	**169**
Disaster Management	**Z.P.Satara**	**10**	**169**
Tree plantation	**Grampanchyat, Vivar**	**30**	**10**
International Yoga Day	**Highschool Junior College staff students**	**50**	**400**
Voters Awareness Rally	**Revenue Department, Mahabaleshwar**	**9**	**169**
A. P. J. Abdul Kalam Reading Inspiration day (Birth Anniversary)	**Marathi Dept. and Library**	**5**	**132**
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

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

00	00	00	Nill
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachh Bharat	NSS	Cleanness campaign	4	124
Disaster manegement awarness rally	NSS	Disaster manegement awarness rally	2	32
Voter Registration Programm	NSS	Voter Registration Programm	4	76
International Yoga Day	NSS	Workshop on Yoga	21	60
Financial Literacy	NSS/Economics	Financial Literacy	5	61
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	00
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

| 4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year ||
Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
535370	450000

| 4.1.2 – Details of augmentation in infrastructure facilities during the year ||
Facilities	Existing or Newly Added
Campus Area	Newly Added
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
LIB-MAN- Library Management System	Partially	VB (Visual Basics), MS SQL, MS Windows 10	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	6892	20000	346	25885	7238	45885
Reference Books	4725	38000	178	64629	4903	102629
Others(specify)	14	1500	41	2185	55	3685
CD & Video	37	741	14	700	51	1441
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	26	1	3	0	0	4	10	10	0
Added	1	0	0	0	2	0	0	0	0
Total	27	1	3	0	2	4	10	10	0

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
On line lecture by the faculty	https://youtu.be/nDaElWlOTGs
On line lecture by the faculty	https://youtu.be/5om1Vhe4Aso

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
678000	1929618	794000	358049

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

The Institution campus includes- New Building, Science laboratories, Library, Auditorium Hall, Office Administration building, Ladies Room, Gymnasium, Botanical garden. The said infrastructure spreads over an area of 5000 meter sq. in which Curricular and Co-Curricular activities are conducted. There are 37 furnished class rooms, glass boards and wooden benches. The College activities are administered from the Principal's cabin, which is equipped with ICT equipment and CCTV cameras. Every year in the Local Management Committee (LMC), presently, College Development Committee (CDC) and Purchase Committee meetings, budgetary provisions are made under different heads like building, furniture, computers, library, gymkhana, water supply, and electricity charges for maintenance and to upkeep the facilities available in the College campus. To maintain and upkeep these facilities the college has used the following measures: Keeping Dead Stock Registers by Administrative Office, Gymkhana, N.S.S., Central Library and Departments of Physics, Chemistry, Botany and Zoology. Annual stock verification through audits by the Management. The maintenance of the College building is done through the Civil Engineer of the Management. Whenever necessary, the additional staff is appointed on daily wages to look after the maintenance of furniture. The staff is appointed on daily wages for electrification, plumbing and sanitation. Cleanliness of classrooms, staff room, library, different departments and Principal's cabin is carried out by regular staff. Water coolers with purification units are maintained. The institution takes utmost care for physically challenged students. Their classes are arranged on ground floor. They are provided with necessary facilities to attend the classes. Library services are intentionally provided on the ground floor, so that they have easy access. In case of visually impaired students and a student suffering from dyslexia, the writer is provided for the Examinations. Even physically impaired students are given physical help.

http://smtmmcollege.org/uploads/Established%20Systems%20and%20Procedures%20for%20Maintaining%20and%20Utilizing%20Physical,%20Academic%20and%20Support%20Facilities.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Sudents Aid Fund	5	4000
Financial Support from Other Sources			
a) National	GOI(SC,NT,OBC,SBC,EBC)	261	411000
b)International	Nil	Nill	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Personal Counselling	27/12/2018	30	Mr. R.M. Kamble
Career Counseling	25/10/2018	39	Mr. S.P.Kudale
Guidance for Competitive examination	13/07/2018	42	Dr. T.M.Rabade
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	Competitive Examination Cell	42	39	25	Nill
View File					

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Local private	Nill	Nill	04	59	53

Industries					
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	19	BA.,B.Com., B.Sc.	Arts, Commerce	Shivaji University, kolhapur, SPPU, Pune,	M.A., B.Ed., M.Sc.
No file uploaded.					

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
Long Jump	State	1
200 met Running	State	1
100 met Running	State	1
Wrestling	Zonal	1
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	00	National	Nill	Nill	00	NIl
No file uploaded.						

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

General Secretary of Students Council is elected by the members from Student Council and members of Student Council frequently meet the Principal and faculty members to discuss on following issues: Campus facilities for the students, Academic problems, Educational tours, Educational exhibitions, Cultural and Sports Activities, Annual Sports Day Celebration, Problems regarding the fees, Discipline in the campus. The Student Council also organizes various social activities such as blood donation camp, tree plantation programme, celebration of National Days, Birth and Death Anniversaries of National Leaders and Teacher's Day. The College also caters the student representatives' role in various academic and administrative bodies. Their views and suggestions are given priority in the implementation of decisions. Further, these representatives are involved in the following

academic and administrative bodies. Academic • Educational Exhibition Committees • Annual Prize Distribution • Student Grievance Redressal Cell • National events celebrations • Anti-ragging committee • Syllabus completion feedback Administrative • Admission Fees • Educational Exhibition Funding. • Earn-Learn Scheme allotment The College has registered alumni association as "Smt. Meenalben Mehta College, Panchgani Ex-student Association, Panchgani" under Section 20 of the Societies Registration Act, 1860 with Reg. No. STR/16340/1860/18. Every year, an alumni meet is conducted in the College campus by the alumni association. The association gives significant contribution to the development of the College. Some alumni give their valuable help economically to the College to organise different events like Shikshanmaharshi Dr. Bapuji Salunkhe Lecture Series, Conference, Seminars of National, State and University Level. The alumni of the College are scattered in almost every avenue of the society and play a vital role in overall development of the College.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The College has registered alumni association as "Smt. Meenalben Mehta College, Panchgani Ex-student Association, Panchgani" under Section 20 of the Societies Registration Act, 1860 with Reg. No. STR/16340/1860/18. Every year, an alumni meet is conducted in the College campus by the alumni association. The association gives significant contribution to the development of the College. Some alumni give their valuable help economically to the College to organise different events like Shikshanmaharshi Dr. Bapuji Salunkhe Lecture Series, Conference, Seminars of National, State and University Level. The alumni of the College are scattered in almost every avenue of the society and play a vital role in overall development of the College. 1. The pride alumni give their valuable help economically to the College to organize events Shikshanmaharshi Dr. Bapuji Salunkhe Lecture Series. 2. The alumni of the college support the college by providing accessories and like Chairs, Printers, Computers, Scanners water purifier, Cuboards, etc.

5.4.2 – No. of enrolled Alumni:

276

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

75184

5.4.4 – Meetings/activities organized by Alumni Association :

The College has registered alumni association as "Smt. Meenalben Mehta College, Panchgani Ex-student Association, Panchgani" under Section 20 of the Societies Registration Act, 1860 with Reg. No. STR/16340/1860/18. Every year, an alumni meet is conducted in the College campus by the alumni association. During Academic year 2018-19 the Alumni meet was conducted on 6th May 2018, 13th December 2018, and 23th January 2019. The association gives a significant contribution to the development of the College. Some alumni give their valuable help economically to the College to organize different events like Shikshanmaharshi Dr. Bapuji Salunkhe Lecture Series, Conference, Seminars of National, State, and University Level. The alumni of the College are scattered in almost every avenue of society and play a vital role in the overall development of the College. 1. The pride alumni give their valuable help economically to the College to organize events Shikshanmaharshi Dr. Bapuji Salunkhe Lecture Series. 2. The alumni of the college support the college by providing accessories and like Chairs, Printers, Computers, Scanners water

purifiers, Cupboards, etc.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The Institute promotes a culture of decentralization and participative Management in day to today governance. The institution monitors the effective implementation of plans through the CDC, IQAC and periodic review meetings and interactions with the faculties, students and parents. Further, Head of Departments and Chairman of the various working committees have major role in decision making and implementing quality plans. The Committee Chairmans, Head Clerk and HODs have the liberty to make decisions. Various annual work distribution committees are formed to plan and monitor the functioning of different departments of the College. For the smooth and effective functioning, the institute forms a College Development Committee abbreviated as CDC, which consists of the representatives of the stakeholders. The annual plan is finalized in consultation with the CDC. All decisions are taken into consideration with the support of the Heads of the Departments and various committees participate in decision-making which creates an environment of organizational participatory democracy. Administrative powers and responsibilities are distributed to faculties on the basis of their experience, competence, commitment and aptitude to meet the institutional objectives. Appropriate financial allocations are made on priority basis of various schemes. The Student's Council meetings are called in order to assist and plan the programmes. Even the suggestions from the alumni, parents and representatives from society and industry are taken in to consideration as they are stakeholders. Details of Academic and Administrative Bodies of the Institution. Principal Administrative Committees, Academic Committees • The LMC • Students' Council • Standing Committee • Purchase Committee • Internal Complaints Committee • Anti-Ragging Committee • Discipline Committee • NCC and NSS Committees • Examination Committee • Magazine Committee • Cultural Activities Committee • Placement Cell • Lead College Activities Committee • Science Associations • Admission Committee • Grievance Redressal Cell • IQAC • Various Departments • Library Committee • Commerce Association • Tree Plantation Committee • Research Committee On an average the above committees meet twice a year. The decisions are taken in the meetings of the respective bodies and their execution is monitored by the Principal and the review of the work done is observed in the term end and year end meetings.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	College provides more programme options, flexibility and broad choice for the students to ensure the need-based curricula development. The Institute have started ten Carrier Oriented Courses(COC) from the academic year 2018-19. The list of the Courses as below. The concerned department has framed its curriculum with permission

		of BOS of Shivaji University, Kolhapur and the curriculum is granted by the University.
Examination and Evaluation		: Each Head of the Department conducts meetings with his assistants in the beginning of the academic year. In this meeting each member has to submit his respective teaching plan for the year. After submission of the teaching plan discussions are held on the said topic. Teaching plan consists of unit wise distribution of the syllabus, teaching methods, tentative dates of conducting seminars, surprise tests, group discussions, open book tests, debates, field visits, projects, multiple choice tests and poster presentation. Each member is required to prepare and submit monthly syllabus completion plan to Head of the Department.
Examination and Evaluation		CIE helps the students to enhance their learning experience. Group Discussions, Debates, Quiz Contests, Book Reviews, Poetry Recitation,study visits/tours etc. are organized as experiential and participative learning. Research and Development: The College Research Committee plays pro-active role in creating an ecosystem for innovations in research. Research Committee boosts the research culture and motivates the prospective researchers to undertake research in their fields of interest. The teachers are guided to submit research proposals, to prepare research papers and to avail grants for research projects. The students are motivated to participate in the competitions organized on the research projects like Avishkar. The teachers have published number of research papers and books at international, national and state levels. The College has also developed MoUs and linkages for faculty exchange, student exchange.
Library, ICT and Physical Infrastructure / Instrumentation		In response to changes of syllabi made by the University, the College procures required number of books and research journals in the Central Library. All the departments have separate PCs/Laptops with internet/Wi-Fi connectivity. Teachers are encouraged to use ICT in classes.
Human Resource Management		The Institute has a effective

	mechanism for Human Resource Management (HRM). The Institution skillfully manages the HRM through IQAC, Principal and Head of the Departments. The Institute's teaching faculty has 22 sanctioned posts, 37 full time posts and 15 vacant posts. The Institution has 25 non-teaching sanctioned staff, 15 permanent and 13 vacant posts. The available human resource is utilized by engaging them in annual and special committees for the organization of various activities/programme. The Management has taken important steps for appointing teaching and non-teaching staff. The Management follows the University and Government rules for the recruitment of vacant posts as per the requirement of HRM.
Admission of Students	It has been constant effort of the college to ensure transparency in the admission process. Transparency is maintained by considering the merit of the students in the qualifying examination for admission to B.A., B.Com., B.Sc. Part-I. Separate admission committee for each class is formed and admissions are processed through these committees. The committee scrutinizes each and every admission form and the list of selected candidates is finalized by observing constitutional reservation norms. The list of selected candidates is displayed on notice board and admissions are given accordingly. A Grievance Redressal committee is appointed to take care of grievances and irregularities during the admission process.

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

E-governace area	Details
Finance and Accounts	The software CMS is purchased for office which we used to collect the Students data (information) with all respect such as admission, examination forms, fine, dues, results and students support services etc. Also the Daily cash software available from the sanstha office is particularly used for institutional financial income and expenditure along with resources available and its distribution. The biometric machine installed used to collect Teachers data regarding attendance. Library is partially

		automated with ILMS and the resources through N-list are available in the College Library.
Planning and Development		The College Administration communicates the staff through - notices, messages, e-mails and various meetings conducted from time to time. Every department has established WhatsApp group of the students through which the rapport between the students and teachers has established recently. The students used to share difficult concepts and terms with their classmate. It has resulted in a successful method of off-campus interactions. Every department has its blog to make interactions with students. The links of every departmental blog are provided to the students on the college website. The purpose of creating the blogs is to provide the study material to the students like e-notes, e-books, list of reference books, question bank, question papers of previous university examination. The College facilitates the teaching-learning process by providing internet and Wi-Fi facilities, LCDs, software, laptops, educational CDs, e-books/journals.
Administration		The unique aspect of our Management that it is being run by the teachers. It is totally free from any political influence and it believes in decentralization of power for the smooth functioning. It has established various zones and sections for its good, effective and healthy administration. The Institute is located in rural area and the students approaching this college come from a rural background. Thus the courses are so adopted that they should be affordable to the students and they can generate employment opportunities for them. Since establishment this college has been working on these guidelines and it is well exhibited in the student support and value orientation.
Student Admission and Support		The Institute is located in rural area and the students approaching this college come from a rural background. Thus the courses are so adopted that they should be affordable to the students and they can generate employment opportunities for them. Since establishment this college has

been working on these guidelines and it is well exhibited in the student support and value orientation.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
View File				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Induction Course(Dr. Dangat B.T)	1	03/12/2018	28/12/2018	26
Induction Course(Mr. Sakate M.K.)	1	03/12/2018	28/12/2018	26
Orientation Course(Dr. Rabade T.M.)	1	01/10/2018	28/10/2018	28
No file uploaded.				

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

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
? Financial assistance/loans for	? Financial assistance/loans for	? The additional support is extended to

various reasons by "Shri Swami Vivekanand Shikshan Sanstha Sevakanchi Sahakari credit cooperative society" such as personal loan, festive loan, housing loan, vehicle loan, emergency loan , educational loan etc. ? Teachers Benevolent Fund (TBF) welfare scheme is launched by the teacher organization,wherein, after the death of the employee, relatives get death benefits of Rs. 50000/- ? Staff welfare Scheme of the college felicitates the member of the staff with financial assistance in certain occasions and ceremonies. ? The college supports the staff in happy and stressful moments. All the staff of the college behaves like members of big joint family and always participates in the moments of happiness and sorrow in an individuals life.	various reasons by "Shri Swami Vivekanand Shikshan Sanstha Sevakanchi Sahakari credit cooperative society" such as personal loan, festive loan, housing loan, vehicle loan, emergency loan , educational loan etc. ? Job offers to one of the family members after the sudden death of the staff in service. ? In a medical emergency, advance is given to the non- teaching staff. Medical Reimbursement Scheme to provide financial support for medical treatment to the non-teaching staff.	the students of SC/ST/OBC category through students' Welfare Scheme and Grievances redressal Cell. ? Ladies welfare committee guides the girls students about Health, Nutrition Laws for women by inviting experts. ? The College tries to uplift the downtrodden and socio-economically deprived students by providing several welfare schemes like scholarships, freeships, Group Insurance, Student Aid Fund, concession in fees, various awards and prizes, etc.

6.4 – Financial Management and Resource Mobilization

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

Every year, the budget is prepared by the Institute and sanctioned by the CDC, is submitted to the Management for approval. After which the available funds are distributed according to the needs of the respective Departments. Expenditure is carried out with the prior permission of the Principal/ Management. Quotations are invited and read before the purchase committee and accordingly the purchase orders are placed. All the official formalities are completed as follows: preparation of vouchers/ stock entry and issue of cheque to the concerned suppliers and the record is maintained. The Institution has internal and external audit mechanism to monitor the utilization of the budget effectively and efficiently. The utilization of the budget is monitored regularly by the Management. Separate ledgers are maintained under different heads. The internal audit is carried out by the Auditor of the Management. The external audit is carried out by the Joint - Director of Higher Education, the Senior Auditor and the Auditor General of the State. The last internal audit verified by the Management Auditor was carried out in the financial year 2017-18.

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

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

	No Data Entered/Not Applicable !!!	
	View File	

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	**No**	**Nill**	**Yes**	**Shri Swami Vivekanand Shikshan Sanstha, Kolhapur**
Administrative	**No**	**Nill**	**Yes**	**Shri Swami Vivekanand Shikshan Sanstha, Kolhapur**

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

Nil

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

Nil

6.5.4 – Post Accreditation initiative(s) (mention at least three)

IQAC has been actively functioning in the Institution and was reformed in the year June 2018 after third accreditation and assessment. 1. The faculties are advised to maintain Academic Teaching Notes, Teaching Diary and Annual Academic Teaching Plan etc. The staff members update their knowledge and skills by attending refresher courses, orientation programmes, minor research projects, seminars, conference, workshop etc. 2. It is made compulsory for the students to attend theory and practical. All Departments conduct Curricular as well as Co-curricular activities like- quiz, elocution, seminars, students' projects, study tours, field visit etc. 3. Students are encouraged to participate in the activities of Youth Festival, N.S.S, Anti-Dowry Campaign, Gram Swacchata Abhiyan etc.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	**Yes**
b)Participation in NIRF	**Nill**
c)ISO certification	**Nill**
d)NBA or any other quality audit	**Nill**

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
		No Data Entered/Not Applicable !!!			
		No file uploaded.			

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Awareness on women Health	19/08/2018	19/08/2018	55	56
Free Camp - Self Defence	18/09/2018	18/09/2018	65	60
Feedback of students on sexual harassment and safety of women	20/12/2018	20/12/2018	55	42
Hitguj program	06/02/2018	06/02/2018	33	60

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

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

First of all the teaching and administrative staff have been educated and made aware in respect of the minimum use of electricity. The buildings of the College campus are designed to maximize the use of natural light and turning off non- essential lights whenever possible. The Principal's air conditioned cabin is provided with dark curtains to make cooling more effective. Compact Fluorescent Lamps (CFL) are used instead of 40/60/100 watts incandescent bulbs. Now the College is switching from CFL to LED technology to save energy. All lights are switched on when required. The College has also planned to increase the usage of solar energy in future. The responsibility of Environmental Consciousness has been shouldered by Department of Botany. This department planted many trees and maintained to keep the campus green. We have proposed to develop a new garden back to Auditorium. There are ornamental herbs, shrubs and flowering plants in the present garden. This adds to the beauty of College campus. Our institution has constant water supply assured by the well in the campus. Considering the importance of conservation of water, the College has developed a system for collecting rain water. The rain water fell on the roof is collected together and it is diverted to the well in the campus in the rainy season. The water collected is used for gardening and other secondary purpose. Plumbing maintenance is carried out on regular basis to prevent the wastage of water.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	3
Braille Software/facilities	Yes	1
Rest Rooms	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to	Number of initiatives	Date	Duration	Name of initiative	Issues addressed	Number of participating

	address locational advantages and disadvantages	taken to engage with and contribute to local community					students and staff
2018	1	1	12/01/2018	01	01	01	130
2018	1	1	19/02/2018	1	1	1	190
2018	1	1	08/03/2018	1	1	1	320
2018	1	1	26/01/2018	1	1	1	500

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
Giristhan	07/02/2019	Every student must attend the College regularly and attend every lecture in time. Once entered in the class, students must not disturb the class. Every student must have Identity Card with him/her in the College campus and must provide to teachers when demanded. Students are not allowed to enter in the Staffroom. They can meet the teachers in the classroom when the lecture is going on. Others are not allowed to meet students while the class is going on. Do not sit in front of the College gate, in the campus and on the walls of the College building. Do not write anything on benches, walls or boards in the College. During off lectures, the students should engage themselves in the library or study room.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Yoga day	21/06/2018	21/06/2019	150

Rajrshi Chh. Shahu Maharaj Birth Anniversary	26/06/2018	26/06/2018	200
Blood Donation Camp	01/07/2018	01/07/2018	150
Dr. Bapuji Salunkhe Birth anniversary	08/08/2018	08/08/2018	300
Kranti Din	09/08/2018	09/08/2018	250
Voters Registration Compaign	01/09/2018	01/09/2018	250
View File			

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

1. Now the College is switching from CFL to LED technology to save energy. 2. LED Lamps are used instead of 40/60/100 watts incandescent bulbs. 3. The teaching, non-teaching staff and the students carried out tree plantations in the College campus to support carbon neutrality. 4. Administrative office is completely computerized as an initiative to avoid use of papers. Priority is given for e-communication like mail and social media. 5. All departments, library and administrative office in the institute have an arrangement of the dustbins for collecting solid waste.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Practice –I (Academic and Administrative Audit (AAA) The Parent Institute promotes and gives prime importance to quality education by adopting quality measures. One of the ways to enhance quality is to evaluate the performance of the College through self-assessment by the external Panel of peers. Therefore, to evaluate the performance of the College in academic and administrative practices, the Academic and Administrative Audit (AAA) of the College is carried out approximately at the end of every academic year. 4) The Practice: The Panel of the peers appointed carried out Academic and Administrative Audit and is set before the end of every academic year. The panel consists of – (1) The Chairperson of the Panel: Principal of reputed College. (2) Senior teachers from the Arts and Commerce and science faculty as members, and (3) One senior member from the administrative staff. The audit is carried out as per the format prepared by the Vidya Samittee Panel taking into consideration the guidelines of the NAAC for assessment and accreditation of the institutions. The Panel visits the College on the scheduled date as per the programme prepared well in advance. The Panel interacts with the Principal, faculties and the administrative staff, as well as, visits the departments and support services. The Panel verifies the documentary evidences available for validation. The Panel also observes seriously whether the suggestions made by the previous panel have been rectified properly. The Panel submits detailed report to the Principal in the Exit Meeting based on SWOC analysis. Due to the Academic and Administrative Audit (AAA), the overall profile of the College has enriched with more number of research activities (increase in MRPs, publications, presentations, organization of seminars/conferences, etc.), introduction of certificate courses for career/skill development, of cultural, sports and extension activities. The profiles of the individual teachers have also been enriched due to their active participation in academic, research, extension and other activities. The administrative work has become upto-date. Due to the AAA practice, teaching-learning and administrative work has become

disciplined. 6) Problems Encountered and Resources Required: There is no major problem in the execution of the Academic and Administrative Audit. The resources required are experts from various faculties and financial assistance. Practice –II (Shikshanmaharshi Dr. Bapuji Salunkhe Lecture Series) Since from the year 2011, the College has been organizing Shikshanmaharshi Dr. Bapuji Salunkhe Lecture Series in collaboration with Senior Citizens and local people. The Organising Committee of Staff and Local People for the Lecture Series, which works under the chairmanship of the Principal. The Organising Committee incorporates the experts from various areas as a resources. The resources are invited from the faculties. The resources deliver the lectures on various subjects like educational, social, political, historical etc. Experts are also invited from the field of administration. The financial budget for this lecture series is arranged from college and with support of local donors. The main aim of this practice is to develop good bonding between college and society, to create awareness in local people about various subjects, and enlighten local people through resource persons. The founder of Shri Swami Vivekanand Shikshan Sanstha Dr. Bapuji salunkhe dedicated work great service to the downtrodden and poor communities of the society is rewarded by the Government of Maharashtra by awarding him with the title "Dalit Mitra". Shivaji University, Kolhapur conferred on him the degree of D.Litt. The people awarded him with the title "Shikshanmaharshi" for his great efforts and pioneering work in the field of education. In honor of this, by his name our college has started this lecture series from the year 2011in Panchgani. Our college endeavours to make people understand the great personality of Shikshanmaharshi Dr. Bapuji Salunkhe. We bring so many expert people for this lecture series to enlighten local people on various subjects. It also establishes good relationship with local people. For successful organization of lecture series local language notices/drafts are used to inform the people and members of lecture series. Few are given below.

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7.3 – Institutional Distinctiveness

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

Our institute Smt. Meenalben Mehta College, is located in Panchgani, it is a majestic hill station. As the Institution is located in rural and hilly area of Jaoli and Mahabaleshwar, Tehsil of Satara District, Maharashtra, it is a remote and deprived area in the process of educational, infrastructural development. Moreover, the altitude of Panchgani where the Institution located is 4242 ft. from sea level and it is covered by dense forest. Consequently, this area is having heavy rainfall in monsoon, severe cold in winter and better environmental condition in summer season. Despite of such difficult condition, the average of 75 of the students use public transport for coming to attend the college. More than 85 students come from the bus stand to the College by walking. Only 5 of our students use motorcycles. The resources of student's family earning are very low because of climatic conditions, this area is mountainous and sloppy, small area of cultivating land, less number of irrigation system in this specific area. Hence there is no way for the students to come from deep valley, peak of plateau where the transportation facility is mostly unavailable especially in monsoon season. They generally attend the College by walking the distance of near about 5 to 10 Kilometer every day in the morning throughout the year. Therefore in viewing the situation in which the college is performing its duties and commitments, the first and foremost Goal and Mission of the Institution is "To spread higher education in the hilly, rural and neglected area of the Jaoli and Mahabaleshwar Valley".

Provide the weblink of the institution

http://smtmmcollege.org/default.aspx

8.Future Plans of Actions for Next Academic Year

Our future plan includes the development of Institutional Research Culture among the students and faculty, stopping society from addiction, and to create an assisting education system for the poor and rural students. Our progressive management, the faculty who form its backbone, the students who are its ambassadors who represent the Shri Swami Vivekanand spirit, the registered active alumni are working in the direction to take the institution towards its vision of superclass education. The University of Kolhapurs efforts for Undergraduate Research through "Avishkaar". At the college level, the spirit of inquiry is encouraged through the science exhibition competition which helps to ignite an interest in the basic sciences. Industrial Visits are organized by various departments. These are some of the ways by which institutes keep track of the developing Research Culture among the students and faculty. It has been proved that those who started consuming tobacco or drinking alcohol in an early age are more apt to develop an addiction later in life. Nowadays, students use various addictions like Cigarette smoking, drinking alcohol, consuming alcoholic beverages, eating tobacco for fun. Due to the addiction, some of the problems that arise in daily life are, getting sick at the time of exams, not getting the expected success even after studying honestly, not getting a job, etc. Various addictions can lead to cancer, and other serious diseases of the teeth, throat,

lungs, heart, gastric, kidney, as well as respiratory and digestive disorders. Addictions cause mental distress. To put down this defeated mindset that addiction is difficult to overcome, good things must be adopted to make the mind strong. So students need to make good friends, read good books, and write something every day. So the institute decided to set up a counseling center in the college under the guidance of Hon. Principal. It is also intended to organize lectures by various experts for the students. As the Institution is located in the rural and hilly area of Jaoli and Mahabaleshwar Tehsil of Satara District, the students come from the deep valley, the peak of the plateau where the transportation facility is mostly unavailable. They generally attend the College by walking the distance of near about 5 to 10 Kilometer every day in the morning throughout the year. Hence first and foremost Goal and Mission of the Institution is "To spread higher education in the hilly, rural and neglected area of the Jaoli and Mahabaleshwar Valley".