Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**SARASWATI MAHILA MAHAVIDYALAYA**
Name of the head of the Institution	**DR. NIRU NIGAM SIKRORIA**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**05122234528**
Mobile no.	**9839057229**
Registered Email	**nigamsj@yahoo.com**
Alternate Email	**saraswatimahilamv@gmail.com**
Address	**PLOT NO. 2 VIJAY NAGAR KANPUR NAGAR**
City/Town	**KANPUR NAGAR**
State/UT	**Uttar pradesh**
Pincode	**208005**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Urban**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**DR SANJAY KUMAR CHANDANI**
Phone no/Alternate Phone no.	**05122234528**
Mobile no.	**9305180603**
Registered Email	**sanjay_chandani@yahoo.com**
Alternate Email	**skbcsb@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://saraswatimahila.org/aqar/AQAR%2018-19.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://saraswatimahila.org/academic%20cailender/Academic%20Calender%202019-20.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.10**	**2017**	**22-Feb-2017**	**21-Feb-2022**

6. Date of Establishment of IQAC	**11-Mar-2015**

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
No Data Entered/Not Applicable!!!		

L::asset('/'),'public/').'/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'.$instdata->upload_special_status)}}

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View Link](#)
10. Number of IQAC meetings held during the year :	**4**
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 Uploaded 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)

Significant contributions made by IQAC during the current year (maximum five bullets) 1 Conducted Students Satisfaction Survey and Teacher's Feedback online and offline feedback from alumni 2 A separate common room are established in the college premises. 3 Paper free work in accordance with Digital India campaign is promoted through initiatives like dissemination of information through SMS, Online Survey Feedback . 4 Rain water harvesting system has been installed near the Poarch. 5 Two Job Oriented training programmes under Career Guidance Cell. 6 CleanGreen eco friendly campus is the policy of the college.

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

Plan of Action	Achivements/Outcomes
METTING WITH HODS PLAN ACADEMIC	**ACAEDMIC CALENDER WAS FORMED AND TIME**

ACTIVITIS FOR YEAR	TABLE FOR DIFFERENT DEPARTMENT PREPARED
ORIENTATION PROGRAMME FOR STUDENTS	ORIENTATION AND WELCOME PROGRAMMES ARE ORGANIZED FOR DIFFERENT DEPARTMENT
Promoting the environmental friendly campus	Initiatives have been taken to make the campus environment friendly like organizing plantation programme
Promoting the participation of the faculties of the college in Faculty Upgradation Programme	Faculties of the college have participated in Faculty Induction Programme, Orientation programme, Refresher Course, Short Term Course etc.
Feedback analysis	Feedback received from different stakeholders viz, students, alumni, and parents analyzed and placed in the IQAC meeting by the convener of the Grievance Redressal Committee. IQAC has analyzed the feedback and prepared action taken report accordingly. The IQAC further resolved that the action taken report will be placed at the Governing Body Meeting through the Principal.
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	21-Sep-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)	MIS SYSTEM OF SMMV COLLEGE 20192020 COLLEGE HAS WELL EQUIPPED MIS SYSTEM WHICH IS DONE THROUGH COLLEGE WEBSITE. COLLEGE WEBSITE PROVIDES ALL THE INFORMATION TO STAKEHOLDERS OF THE COLLEGE APART FROM COLLEGE PORTAL CSJM UNIVERSITY PORTAL IS ALSO USED FOR PROVIDING ADEQAUTE INFORMATION TO STUDENTS AND TEACHERS. DIFFERENT WHATSAPP GROUP IS USED FOR SHARING INFORMATION AT DIFFERENT LEVELS.

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

Steps for planning learning targets: The teachers plan the learning targets that make up the paper in the following basic steps : (1) Target behavior- This is the behavior that the student are expected to achieve before learning or mastering the target. (2) Pre-requisite skills: These are the basic skills that the student should have mastered before learning other more difficult skills. Before completing one or two unit test is taken, either oral test or written test or ppt/blackboard presentation. (3) Instruction and material required: This refers to the instructions and material required for teaching. For example, the practical class is done before teaching the theory part as described in the syllabus of B.Sc.-part-one of Botany, zoology, chemistry, physics, and similarly for other classes.

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
O LEVEL	SUPRABHAT	01/07/2019	365	FOCUS ON SKILL EMPLOY ABILITY	COMPUTER

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
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	197	0

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
1. Yoga Certificate Programme	08/09/2020	Nill
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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	
BEd	EDUCATIONAL TOUR	48
BEd	VISITED IN DEAF AND DUMB SCHOOL	54
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Feedback on faculty members in collected from the student at the end of every year. The feedback form is designed on the basis of ten parameters and using a 4 points scale. The feedback is analysis by HOD. In the analysis the HOD compare the feedback of the previous and current year. If any improvements are called for the matter is brought to principal notice. Then the principal share the feedback with the faculty concerned and suggest necessary steps for improvements. 1. Organises students faculty committee meeting every month 2. Written feedback is also taken from the students, parents, aluminee each and every year.

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	ARTS	360	200	193
BSc	SCIENCE	240	70	67
BEd	TEACHING EDUCATION	100	98	98
No file uploaded.				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	899	0	38	0	38

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
30	15	12	4	4	9

View File of ICT Tools and resources

No file uploaded.

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

Students mentoring system available in the institution (2019-20) ? The Administrative oversees student welfare activities with the help of the support staff. ? The heads of the department assign the responsibility to individual teachers. ? He/She is supposed to be in touch with the students 24 X 7. ? Cell numbers and mail ID of such a teachers are given to the students. ? Extracurricular activities like sports, cultural events etc. are mentored by Prof.-in-charge of respective activities. ? Academic mentoring is a continuous process and is built in to the assignments of the teachers. ? Guidance and career counseling is done at the department level. ? External experts are invited for counseling.. ? Extra classes and doubt clearing sessions are arranged for slow learners. ? Remedial classes are taken to address gaps in the learning curve. ? Academic mentoring is done online in some cases.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
949	38	1:25

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
0	0	0	0	0

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
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	ARTS	2019-20	04/07/2019	18/03/2020
BSc	SCIENCE	2019-20	04/07/2019	18/03/2020
BEd	TEACHERS EDUCATION	2019-20	03/10/2019	14/07/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Sr. No. Concurrent Evaluation Type of Evaluation 1 Written Test Cognitive 2 Question Bank Cognitive / Skill 3 Presentation Cognitive / Skill / Attitude 4 Report Preparation Cognitive / Skill 5 Chart Preparation Cognitive / Skill 6 Learning Diary Cognitive / Skill / Attitude 7 Case Analysis Cognitive / Skill / Attitude 8 MCQ Cognitive / Skill 9 Assignment Skill 10 Numerical Problems Cognitive 11 Viva-Voce Attitude 12 Open Book Test Cognitive / Attitude

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

Every year we prepare the academic calendar for the institute and also a department wise activity schedule for smooth functioning. This ensures that the curriculum is enriched through related activities like gust lecture, extension series and school Visits for the academic session academic calendar was prepared and followed for conduct of examination and other activities. The academic calendar is displayed on the institute website and shares with the head of the departments so as to ensure proper execution. A copy of academic calendar for Session 2019-20 is attached for reference. The institute prepares their own academic calendar for various programmes, which follow the timelines/guidelines and academic schedule of the affiliating University.

2.6 – Student Performance and Learning Outcomes

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

http://saraswatimahila.org/academic.html

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
ARTS	BA	Nill	141	141	100
SCIENCE	BSc	Nill	108	108	100
TEACHERS EDUCATION	BEd	Nill	58	58	100
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2.7 – Student Satisfaction Survey

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

http://saraswatimahila.org/academic.html

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
Nill	Nill	Nill	Nill	0
No file uploaded.				

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
NA		

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
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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)
No Data Entered/Not Applicable !!!			
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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
No Data Entered/Not Applicable !!!	
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nill	Nill	Nill	Nill	Nill	Nill	0
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations	Institutional affiliation as

				excluding self citation	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
No Data Entered/Not Applicable !!!				

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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
GANDHI JAYANTI 2ND OCTOBER	**NCC AND ALL STUDENTS OF COLLGE**	**25**	**60**
NCC DAY 27 NOVEMBER	**ALL NCC CADETS OF OUR COLLEGE**	**8**	**40**
YOGA DAY 21TH JUNE	**ALL STUDENTS OF OUR COLLEGE**	**20**	**50**
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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
No Data Entered/Not Applicable !!!			
No file uploaded.			

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 UNIT**	**CLEANLINESS DRIVE IN TEHSIL OFFICE**	**4**	**65**
AIDS AWARENESS	**NSS UNIT**	**AIDS AWARENESS**	**5**	**96**
WOMENS EMPOWERMENT	**DEPARTMENT OF POLITICAL SCIENCE**	**WOMEN EMPOWERMENT**	**6**	**115**
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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
No Data Entered/Not Applicable !!!			

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 !!!			
No file uploaded.			

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
1067430	1016600

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
ILMS BHARTIYA INFO	Partially	2..0	2019

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
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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

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	20	15	20	7	1	3	3	75	0
Added	0	0	0	0	0	0	0	0	0
Total	20	15	20	7	1	3	3	75	0

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

75 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
To make teaching learning more attractive and effective, the institution has already one Digital Class room for students to experience better quality and live teaching in physical presence and absence of the teachers. To ensure fruitful teacher-stude	http://saraswatimahila.org/lms.html

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
70000	66637	230000	224000

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)

Computer laboratory: Computer laboratory: Annual maintenance contract is given to vendor through proper tendering method for the maintenance and upkeep of all the computers in college.Library: The college Library is fully automated through (NETTLIB 3.0.3 Library Software) which is connected with one server and eleven clients of Local Area Network. This software is assist to Library for their housekeeping operations such as acquisition cataloguing, circulation, OPAC, serial control, stock verification, etc. For purchasing of books, Library received the recommendation form from the faculty and students, after check their duplicate titles and then placed the order to the vendor.
https://saraswatimahila.org/index.html

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	**SESA**	**55**	**55800**
Financial Support from Other Sources			
a) National	**SCHOLARSHIP**	**316**	**630290**
b)International	**Nill**	**Nill**	**Nill**
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	**CAREER COUNSELLING**	**56**	**56**	**35**	**30**
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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
8	**6**	**6**

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
NO	**Nill**	**Nill**	**Nill**	**Nill**	**Nill**
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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

2019	38	B.A.	ARTS	ARMAPORE P G COLLEGE KANPUR	M.A.
2019	20	B.SC.	SCIENCE	BRAHMANAND DEGREE COLLEGE	M.Sc.
2019	20	B.Ed.	TEACHING OF EDUCATION	MOHINI B MANWANI GIRLS COLLEGE	M.Ed.

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

Items	Number of students selected/ qualifying
NET	5

No file uploaded.

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

Activity	Level	Number of Participants
SPORTS	NATIONAL	1

No file uploaded.

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
2019	Nill	Nill	Nill	Nill	Nill	Nill

No file uploaded.

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

Students have active representation on academic and administrative bodies and committees of the Institute. Class Committees All programmes have class committees for each course that comprise of student members representing meritorious as well as weak students, alongwith faculty members nominated by the Head of the Department, other than the course teacher. The Class Committees provide feedback on all aspects of the programme and respective course. Class Committee Meetings are held regularly, at least twice in each semester. Cultural and Sports Committees Students have strong representations in all cultural and sports and games committees and help in organization and management of events. Organization of Special Events Students organize, and celebrate the National Teachers Day, on Sept. 5, every year by honoring retired teachers and presenting cultural programme, the Inter-University English and Hindi Drama Festivals, intra-faculty and inter-faculty cultural and sports competitions, Shiksha Diwas on Jan. 1, Founder's Day celebrations on Jan. 31 and other National celebrations that include, Independence Day, Republic Day, Engineers Day, Science Day and various NSS and social service activities. LINKS https://saraswatimahila.org/sport.html https://saraswatimahila.org/ncc.html https://saraswatimahila.org/voters.html https://saraswatimahila.org/student20welfare.html

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

It is a matter of pride for the institution that our former students are occupying very key positions in different walks of life. The institution has always been in the constant touch with the former students and they have been playing a very crucial role for the progress and development of the institution. Since the establishment of the alumni association, regular meetings were organized in which alumni involve enthusiastically. Various aspects of quality, assurance sustenance enhancement were discussed during these meetings and necessary measures were taken in the interest of qualitative growth of the institution. While rejuvenating the memories of the college, a network of old students was achieved. Today, it is the backbone of the institution. The institution rests on the rich history of the student's success and glory. The association organizes regularly meets and interacts with the management. It is the flag bearer of the developments in the institution. Alumni provide student support in various aspects by organizing lectures on personality development, career opportunities, guidance for competitive examinations, environmental awareness etc. Over the years it has been helping in holding interactive sessions to motivate students regarding social adjustments too. The alumni also help the institution by influencing industries and other agencies in getting placements fests for the institution. The alumni has expanded and strengthened it with new enrolments. The institution has a social networking page and a separate link on website where they can register and connect to share their ideas. Objectives: 1. To promote and provide for education, educational scholarships and medical relief useful to poor and the needy students. 2. To promote sports education, culture knowledge by arranging seminars of past students of institute. 3. To make the students career oriented and attain international standard and by sheer professionalism. 4. To arrange seminars and to organize activities for healthy environment. 5. To cultivate and foster friendly and cordial relations between the past students and the past and present employ of the institute. 6. To hold meetings, social gatherings, conventions, seminars of the past and present students and teachers. 7. To establish and maintain "Ex-GKGians" Home on the campus of the institute. 8. To enroll ordinary members and life-members of the association. 9. To canvass for and obtain donations, books, periodicals, property and expend the money in furtherance of the aims and objectives of the association. 10. To do such other things as may be decided by the General Body or the Executive Committee from time of time in furtherance of the aims and objectives of the association. Alumni Benefits for Students: 1. Personality development program 2. Career Advising 3. Industry-institute interaction 4. Mentoring 5. Placement assistance 6. Sponsorships 7. Project assistance for final year students 8. Arranging seminar for students

5.4.2 – No. of enrolled Alumni:

700

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

11200

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumni Association has been instrumental in connecting the current students with the alumni. Alumni are on board in the task of upskilling and inspiring our students by giving guest lectures, training sessions, hosting events and

being judges of cultural, arts and other events. Some of the activities conducted by the Alumni Association are the following: Homecoming: Homecoming is the most awaited event by the alumni. Homecoming is the annual alumni meet in which alumni from all the batches gather together and have a good time cherishing their memories. The annual event is usually marked by dances, singing, playing musical instruments, sharing views, beat boxing, fun games and a gala dinner. Crossroads: Crossroads is an event organised for the alumni of all the batches who were the members of Students Core Council along with the alumni office bearers. The meeting serves the purpose of discussing the functioning of the Association Handshake: Handshake is a networking event wherein the alumni and the College Placement Cell join hands for mutual benefit and to expand the professional network with the help of the alumni. Alumni Talks: Our resourceful alumni are invited to conduct career guidance sessions and motivational talks for the current students. Life Skills Development Sessions: The life skills development sessions aim at providing inspiring insights to the students for their personal growth. These sessions comprise topics such as self-confidence, personal hygiene, social media influence, team building, seeking help, respecting opposite gender and so on. The alumni willingly contribute in conducting these sessions effectively. Extension Activities: The alumni association generously contributes and strives for delivering their social obligation. The alumni under the guidance of the alumni coordinators engage in community service activities such as grocery collection drive, monetary donation and non-monetary services.

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 institution practices decentralization and participative management The Institutions follows the Professional Management approach in managing the Institutions. The Professional Management aims at implementing the concept of innovativeness in managing the academic and administrative matters. The Institutions always believe in the practices of decentralisation and participative management. Practice of Decentralisation is having own significance in the management. It reflects the policy decision making, planning and administration, and office management. Management and Administration is responsible for quality initiative to promote education to all sections. The Institutions enhance the quality at various levels - Management, College Development Committee, Governing Council, Principal, Vice-Principal, IQAC Committee, NAAC Committee, Various Committees, Academic Staff Welfare, Administrative and Non teaching Staff, NCC, all the stakeholders involve in the decentralisation and participative management all are working together for efficient functioning of the Institutions. 1. Management: The Institution promotes a culture of decentralisation and participative management involving all types of stakeholders in the process of decision making. The management always believes in decentralisation and participative management. The management endeavours best substantial independence to the Institutions in all area of decision making process. 2. Administration: Administration is the backbone of the Institution. Institution firmly believes to provide quality education to the society. The College administration plays an integral role, leading and supporting the development and implementation of policies, programs, and initiative that are associated with the vision and mission of the college. The administration ensures the smooth functioning in the all areas like Admissions, Account and Finance, Record Keeping, Evaluation and Supervision, and Maintenance. 3. Faculty Members Faculties maintains the healthy relationship with students, faculties, and community. The faculties are execute the policies and programs accurately and constructively. The College

faculties represent the ethics and attend the professional ethics in the education. 4. Departments The Primary role of the department is to provide the academic excellence in all activities. The Departments and Head of the Department are perform their role and responsibilities initiated with the vision and mission of the college. 5. Non Teaching Staff In the administration non teaching staff plays crucial role in managing the day-to-day work. The assigned to non-teaching staff is to meet and accomplish operational and strategic objectives.

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

Yes

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	Regular use of ICT in classrooms have make learning easy for the students. Audio-visual presentation in the classroom has created interests among the students about the subjects. Conventional method of teaching is also in practice. Field surveys and field trips are carried by some departments not only to fulfil the course of action prescribed in the syllabus, but also to make students learn from the real-life situation.
Teaching and Learning	Teachers make the students visit various monuments, structures, institution to generate interest among them. Traditional and modern equipment are used by the teachers to make teaching-learning more effective. Film related to the subject are also shown after class hours to create interest. Group discussion and quiz contests are being conducted among the students not only to evaluate the teaching outcome but also to make students enthusiast in learning. Invited lectures in the classroom are conducted to make students and also the faculty learn about various developments in the subjects
Examination and Evaluation	All year-round evaluation through class tests, tutorials, student seminars/presentations keep the students in touch with their subject. It also enhances and helps students grow in confidence for University examinations. Students are given assignments to develop creativity among them and to judge their skills in writing, presentation, use of data and information. Internal examination with short questions and multiplechoice

	questions and long questions. End Semester Examination is a regular practice. Students are made aware of their mistakes after evaluation. Suggestions for betterment are also given to them.
Research and Development	The Research Cell holds regular meetings and programmes to broaden the academic perspectives through presentations of research conducted by faculty. Several Research Cell presentations were made during the year. Faculty members make presentations at various seminars and workshops with in and outside college and are encouraged to continue with further research. Some research has been published in books and journals. Circulation of Guidelines of different funding agencies Adjustments are made in the faculty timetable to facilitate research. All Faculty memberes also write Research artycles and Researchs papers for the same.
Library, ICT and Physical Infrastructure / Instrumentation	There is one central library and one central computer lab
Human Resource Management	proper EPf and medical fascilities are given to employees and recruitment is done when the want arises in any department
Industry Interaction / Collaboration	NGO AND DIFFERENT COLLOBORATIONS HAVE BEEN DONE FOR THE PROGRESS OF THE STUDENTS
Admission of Students	Teaching and Non-teaching Staff engaged in different developmental activities as per their competency in the respective fields Students involved in academic, cultural sports activities Strong Support of Alumni around the year and active involvement of our Staff and Students

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

E-governace area	Details
Planning and Development	Steps are being taken towards implementation of e-governance in the functioning of the college. Financial transactions and Library works are managed digitally. Teachers' and students' data management have been, to a large extent, digitalized. Departments are operational with the help of internet connectivity. Office of the Principal, some Departments, different committees exchange and store

	academic and administrative data and information digitally. Exchange and submission of information and correspondence with the Governments both at state and centre, regulatory authorities like UGC and different funding agencies have become completely digitalized. Data pertaining to admissions with respect to total number of forms filled up, final enrolment figures help in identifying trends in admission, enabling the institution in future plans.
Administration	The website displays notices before admission, examination, scholarship and other student related matters. Most of the Accounts documentation is digitally maintained and student information, likewise. Fees are remitted by students during admission through online transaction. Biometric attendance for the staff and teachers is in operation, Staff salaries are also maintained online. Students' database is collected and maintained digitally. Faculty related data is collected and digitally preserved by the college office. IQAC use those data for the All-India Survey of Higher Education (AISHE) and National Institute Ranking Framework (NIRF). All the departments and central library have internet connection with adequate number of computers for doing their regular assignments.
Finance and Accounts	The website displays notices before admission, examination, scholarship and other student related matters. Most of the Accounts documentation is digitally maintained and student information, likewise. Fees are remitted by students during admission through online transaction. Biometric attendance for the staff and teachers is in operation, Staff salaries are also maintained online. Students' database is collected and maintained digitally. Faculty related data is collected and digitally preserved by the college office. IQAC use those data for the All-India Survey of Higher Education (AISHE) and National Institute Ranking Framework (NIRF). All the departments and central library have internet connection with adequate number of computers for doing their regular assignments.
Examination	All fees: college, university examinations and add on courses, are

	remitted online. Staff salary notification, payment and generation of salary slips is done online. Finance Accounting during admission with bank is conducted online. Ledger records are maintained electronically through CAMS. Apart from e-billing and ePradhan, HRMS module of WBIFMS has been introduced for dealing the financial matters and salary of staff. Tax related procedures are executed and supervised digitally. Dealings with Central research and development funds are entirely done through PFMS portal of Govt. Wherever possible, administrative transactions are performed online.
Student Admission and Support	Online admission facility is available in college website. Feedback and enquiry online form is also available in Collège website.

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
2019	NO	NO	NO	0
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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)
2019	COVID	COVID	Nill	Nill	Nill	Nill
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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
NO	0	Nill	Nill	00
No file uploaded.				

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

Teaching	Non-teaching

Permanent	Full Time	Permanent	Full Time
Nill	2	Nill	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
YES	YES	YES

6.4 – Financial Management and Resource Mobilization

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

YES BOTH INTERNAL AND EXTERNAL AUDIT IS CONDUCTED ONCE IN A YEAR. EVERY YEAR THE ACCOUNTS ARE AUDITED BY AUDITORS.

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
NILL	0	Nill
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

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	IQAC COMMITTEE
Administrative	No	Nill	Yes	IQAC COMMITTEE

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

EPF, UTTAR PRADESH Health Scheme, Maternity leave, Medical leave, Child Care Leave, Concession for educational trips, Travelling grant during educational tour, Fee concession in Yoga Certificate Course, Canteen facility at subsidized rate,

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

EPF, UTTAR PRADESH Health Scheme, Maternity leave, Medical leave, Child Care Leave, Concession for educational trips, Travelling grant during educational tour, Fee concession in Yoga Certificate Course, Canteen facility at subsidized rate,

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

VARIOUS SCHOLARSHIP SCHEMES ARE AVAILABLE FOR STUDENTS FROM PAST 15 YEARS.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Nill
b)Participation in NIRF	Nill
c)ISO certification	No

d)NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	OZONE DAY	16/09/2019	16/09/2019	17/09/2019	80
2019	RALLY OF SWACHCHTA	24/09/2019	24/09/2019	25/09/2019	140
2019	3 DAYS SCOUT TRAINING	03/10/2019	03/10/2019	07/10/2019	55

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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
Food workshop muskan foundation	05/11/2019	06/11/2019	75	Nill
program of nirmal ganga	19/10/2020	19/10/2020	300	Nill
NAAC assessment workshop	05/02/2020	06/02/2020	215	Nill

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

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

The institution sustains the green campus through scientific and ecofriendly interventions.the college is committed to the protection of the environment and hence all the programmes conducted in the campus strictly abides with the green protocol.The observation of World Environment Day, World Ozone Day, World Mental Health Day, World Aids Day and National Science Day has been carried by our institution through various awareness programmes, ensuring the protection of bio-diversity and safeguarding of flora and fauna. Various departments of our college, especially Botany and Zoology, organized programmes to sensitize the student community regarding the larger ecological concerns. The foundation course offeredin the UG second semester has helped to create a consciousness on the milieu for sustainability in the pursuit of higher education. The institution has been pursuing the energy production and preservation initiatives such as solar lights, biogas and rain harvesting facilities were installed in campus.Keeping in view the greater ecological impact, LED lights are being used in the campus. Solar panels installed in the campus aid in generating small percentage of power. The institution ensures a harmonious blend of human and environmental well-being in its academic and nonacademic ventures. Accordingly, spaces for academic, administrative and recreational areas are demarcated in harmony with the topography to ensure an eco-friendly campus. The student extension forums like NCC play an active role in organizing campaigns such as plastic free campus, swachhtapakhwada campus by making the

students aware of the importance of bringing their lunch in steel Tiffin boxes and thereby reducing the plastic usage. The waste in the campus is collected separately as solid waste and e-waste. For the solid waste management, we have two bio-gas plants- one for the Chemistry Department and the other for the Canteen. We also have an insinuator facility near to the girl's toilets, to maintain hygiene for female students. The cooperative store and the canteen strictly avoid the use of plastic plates and glasses, setting an example for the students.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	4
Rest Rooms	Yes	2
Scribes for examination	Yes	1
Braille Software/facilities	No	Nill
Ramp/Rails	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
essay debate and gandhi jayanti	01/10/2019	01/10/2019	275
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Green Campus Practice: • The college conducts a health education program every year on June 5th, Environmental. Solid waste management. Bicycles. ... Water purification plant. ... Plastic Free Campus

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Title of the Practice Cultivating Empathy for the Underprivileged: An Annual Initiative by the Students and Alumni of Saraswati Mahila Mahavidyalaya2. Objectives of the Practice Through this practice our students learn to undertake socially relevant initiatives for the benefit of fellow citizens such as people who are differently abled or people who are homeless. The key

objective of this practice is to enable our students to cultivate and express empathy for individuals and groups belonging to underprivileged sections of their immediate social environment. Based on humanitarian values and the basic principles of philanthropy, this practice will enable our students to become socially aware and responsible citizens by encouraging them to engage with contemporary social issues in a constructive manner. 3. The Context Our social milieu includes several sections or groups of people who are less privileged than others. They include, for instance, the differently abled people and the people belonging to economically backward segments. The recent pandemic has aggravated the harsh realities they have to deal with. The presence of homeless people is clearly visible in public places like railway station platforms. Despite their visible presence, ordinary individuals, engrossed in their daily activities, often fail to pay attention to the predicament and needs of these marginalized people. It is, however, ethically important for us to respond to problems like poverty, disability and disease. This ethical imperative based on the harsh realities of our social context has been foundational to the humanitarian initiative undertaken by our students. As young citizens, our students need to cultivate a sense of social responsibility and compassion for those who need help. They should learn to organize and participate in welfare activities that aim to improve the lives of impoverished and underprivileged people. 4. The Practice The students of our college enthusiastically organize a special annual charity event that focuses on helping the people who live on the margins of our society. It is organized and conducted primarily by student volunteers from the Department of English, Gushkara Mahavidyalaya. The initiative is funded by monetary contributions from the teachers, students and alumni belonging to various departments including the Department of English. On 25th of December, 2017 a group of student volunteers organized a Winter Donation Programme for the people, for whom the railway station floor is the bed and the sky is the roof. In early morning our student volunteers gathered at Gushkara railway station with all arrangements in order to serve the needy. There they distributed blankets. There is no better gift than providing warmth to the needy in winter. Moreover, they distributed chocolates and cakes among those children who live in the station surroundings and slums. Afterwards, they left Gushkara to reach their next destination at Bardhaman and continued the rest of the program there. At Bardhaman railway station they distributed cakes, biscuits and chocolates among children who live there. These children belong to impoverished homeless families who permanently live on the railway platforms. Needless to say, the gifts made them immensely happy. Because of poverty, some of these children are forced to beg or work. For them, empathy is a rare gift. Our students then visited a nearby slum where they again distributed cakes, biscuits and chocolates among children. Our students befriended the platform dwellers and spent the entire morning with them. Not surprisingly, the children immensely enjoyed their friendly presence. They absolutely loved the delicious cakes and chocolates they served. One of the central purposes of higher education in our country is to create ideal citizens by disseminating certain moral values including altruism. The annual philanthropic event organized by our students reflects and upholds those ethical values. 5. Evidence of Success The activities organized by our students at Gushkara and Bardhaman railway station and at the slum substantially contributed to the emotional well-being of the poor children. This is evidenced by the manner in which the children responded. Besides, these efforts have enriched our students morally. They have proved that they have the desire and the ability to organize constructive social welfare activities on their own. These results indicate that higher educational institutions can play a significant role in stimulating moral values and a vigorous sense of social responsibility among the young citizens of the nation. Clearly, they can create a better world through their energetic and enthusiastic interventions. 6. Problems Encountered and Resources Required The desire or the ability to help others is not uniformly present in all

students. While the majority of the students are enthusiastic about philanthropic efforts, some of them may lack motivation. Through our experiences we have realized that the task of motivating them is a possible one. Through meaningful conversations our teachers have been able to encourage these students to get involved in this initiative. At present the annual philanthropic event organized by our students is entirely funded by by contributions from students, teachers and other members of the staff. We intend to broaden the scope of this endeavour by increasing the funds available to our student volunteers Best Practice 2 Title of the Practice: Promoting Women Education: Initiative to Encourage Regular Girl Student Users of the College Library Objectives of the Practice: Libraries have supported institutional initiatives in widening access, public engagement, academic entrepreneurship, lifelong learning and student well-being. They have become campus champions for open research and decolonising the curriculum. But to secure their future on campus they must switch from a transactional to a relational model of librarianship. In this regard, Saraswati Mahila Mahavidyalaya, affiliated to the university of Kanpur and established in 1965 in the semi-urban town Guskara, aims to foster ample access for the girl students to its central library keeping in mind the following issues: gender equality, eimpowerment of the girl student and the dissemination of a deeper awareness about the requirement of library work. The Context: Girls belonging to economically underprivileged sections of society often lack access to quality education. In our college more than 50 of students are female. The number of female students is steadily increasing because of the availability of a number of schemes and scholarships such as Kanyasri Prakalpa initiated by Government of West Bengal. The college has arranged a special initiative to encourage girl student users of the library. The library of this college aims to provide gender sensitization ambience for all its students – female and male. The librarian as well as the college authority are aware of the various challenges during their library visit. That will motivate not only the girl students but also the entire student community across gender lines. The Practice: In many parts of India, especially in rural areas, access to quality educational resources may be limited. Libraries in higher education institutions offer a wide range of books, journals, research papers, and digital resources that can significantly enhance a girl students knowledge base. Our college has a well-equipped library with more than 37 thousand books, access to e-journal and journals like Economic and Political Weekly, Current Science, Yojana, Socrates, Anustup, Journal of Contemporary Thought and so on which positively impacts a girl students academic performance. The resources and materials available in libraries enable them to excel in examinations, assignments, and projects. Each year one regular girl student is selected and actively encouraged by the central library of Saraswati Mahila Mahavidyalaya. She is identified on the basis of the frequency of her library visits. In near future we will introduce a scheme whereby the best girl student user will be given an award in recognition of her dedication to library work. Despite the positive impact of library work on a girl students academic journey, there are several constraints and limitations prevalent in the context of Indias higher education system. In some conservative communities, girls may face restrictions or bias against accessing libraries, particularly during certain hours. Evidence of Success: Active encouragement from the library and college authorities instills a sense of confidence among the girl students who are selected for their dedication to library work. Library work encourages students to develop independent learning habits. As girls often face societal pressures and expectations, having a supportive environment like a library allows them to explore subjects of interest, conduct research, and pursue self-directed studies without external interruptions. Libraries are essential hubs for research activities. Engaging in library work exposes girl students to research methodologies, information retrieval techniques, and critical thinking skills, which are essential for

academic success and future careers. Problems Encountered and Resource Required: Because of problems related to transport it often becomes difficult to attract the students to the library after 3pm on a working day.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://saraswatimahila.org/

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

As per the age-old dictum. If you educate a woman, you educate a family. The road taken by us is to impart quality and value-based education for the empowerment of women to make her strong and independent individual. With this very vision and mission statement, we continuously work on this path. We try to inculcate our age-old traditions and culture among our students and try to offer them value- based education in tune with the modern and competitive era. The output of our efforts are the placements got to our students in various services. During the year 2019-20 and 2019-20, we opened a new avenue for the placement in Multinational companies for our students. The famous Indian Multinational company Tata Consultancy Services on our request provided a one-month training course to our students which was followed by campus placement derive for the placement in TCS

Provide the weblink of the institution
https://saraswatimahila.org/sport.html

8.Future Plans of Actions for Next Academic Year

FUTURE PLANS OF ACTION FOR NEXT ACADEMIC YEAR: The College IQAC has identified the broad objectives which the College should strive to achieve during this period, which are enumerated as under – 1. To be able to enhance the Brand Equity of the College, which it has created for itself, in its Local Jurisdiction. 2.To create an enabling environment for holistic development of Students, Faculty and Support Staff. 3. To facilitate continuous upgradation and updation of knowledge use of technology, by faculty and students. 4. To fulfil its social obligations, in the manner of providing formal informal education, dissemination of knowledge, organizing programmes and activities for the benefit of the community and other stakeholders. 5. To create awareness and initiate measures for Protecting and Promoting Environment. 6. To encourage and facilitate Research Culture, to promote Research by Faculty. This Perspective Plan outlines the various initiatives and focus areas to achieve the aforesaid Objectives. The same are enumerated hereunder – 1) INSTITUTION 1.1. To revise the Vision and Mission of the College, where necessary, to align with the aforesaid objectives. 1.2. To continuously Innovate, introduce new courses and remain relevant to the changing needs of the stakeholders. 1.3. To provide thrust to achieve excellence in all courses. 1.4. To monitor Quality Assurance and Quality Enhancement activities of the Institution. 1.5 To overcome the gap caused by COVID. 2) INFRASTRUCTURE 2.1 To Implement Structural Repairs to Building and Electrical Repairs, on the basis of need. 2.2 To provide resources required for Use of Technology to provide online course contents, video lectures, etc., to overcome COVID constraints. 3) ADMINISTRATION 3.1 To automate various Office Administration Processes. 3.2 To make available all Information online on the College web-site relating to Admission, Examinations, Courses, Rules, Committees, Attendance, Activities, Programmes, Seminars, Workshops, Extension Activities, Others. 3.3 Use of Short Messaging Service 3.4 To provide vaccination and sanitation programmes for the benefit of staff and students. 3.5 To support various Staff Benefit and Welfare measures. 4) LEARNING RESOURCES 4.1 To upgrade Library Resources to include

digital content, which can be accessed by Students and Faculty online. 4.2 Digital Content in the form of Video Lectures, Study Notes, etc. to be made available on the web-site by Teachers. 4.3 Faculty members shall be encouraged to use online Apps to enable students to communicate their doubts, give feedback, suggestions, etc. 5) LINKAGES 5.1 To foster and strengthen relationship of Alumni with the Institution 6) FACULTY 6.1 To facilitate a Research Environment in the College, which encourages Faculty to undertake Research. 6.2 To encourage faculty to use Technology to communicate with students during COVID. 6.3 To encourage faculty to Organise Faculty Improvement Programmes, National and International Conferences 6.4 To devise techniques to enable various improvements in the existing Teaching Learning Evaluatiion