



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		Natwarlal Jashbhai Patel Arts & Commerce College, Mohadi
• Name of the Head of the institution	Dr V. N. Rane	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	07197241167	
• Mobile No:	9403057865	
• Registered e-mail	njpcmohadi@rediffmail.com	
• Alternate e-mail	vilas981959@gmail.com	
• Address	At. Mohadi, Dist. Bhandara	
• City/Town	Mohadi	
• State/UT	Maharashtra	
• Pin Code	441909	
2.Institutional status		
• Affiliated / Constitution Colleges	Affiliated	
• Type of Institution	Co-education	
• Location	Semi-Urban	

• Financial Status	Grants-in aid				
• Name of the Affiliating University	RTM Nagpur University, Nagpur				
• Name of the IQAC Coordinator	Mr. M. B. Bhaisare				
• Phone No.	07197241167				
• Alternate phone No.	07197241167				
• Mobile	9403147968				
• IQAC e-mail address	njpcmohadi@rediffmail.com				
• Alternate e-mail address	vilas981959@gmail.com				
3. Website address (Web link of the AQAR (Previous Academic Year))	https://www.njpcmohadi.in/assets/okb/img/aqar/2019-20.pdf				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.njpcmohadi.in/assets/okb/img/data/academiccalender2020_21.pdf				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	56.55	2004	16/09/2004	15/09/2009
Cycle 2	B	2.05	2013	05/01/2013	04/01/2018
6. Date of Establishment of IQAC			15/07/2005		
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NA	NA	NA	NA	0	
8. Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	2	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>*Induction Programme for students' orientation- 26. 10. 2020 * Prepared Perspective Plan- 07.08.2020 *Prepared Academic Calendar- 07.08.2020 *Conducted Feedback process- 12-13 May 2021 *Conducted SSS- 13 My 2021</p>		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
To go for accreditation for 3rd Cycle	Carried forward
To prepare Academic Calendar for the session 2020-21.	Academic Calendar was prepared
Stress on usage of ICT Tools	ICT tools were used for online teaching-learning
Stress on e-content development	Teaching videos and other study material were uploaded to Youtube and college website
To encourage teachers to participate in FDPs for online teaching	Teachers participated in FDPs for quality teaching-learning process
To increase research and publication activities	Research and publications of teachers increased during pandemic
To encourage the faculty members for the outreach extension activities	NSS volunteers participated in COVID awareness campaign
To organize more community oriented programmes.	Covid awareness, Elocution, Quiz, Road Safety Campaign, Covid vaccine awareness
To adopt new exam pattern	Adopted online exam pattern
To adopt new system of online Teaching-learning	Adopted new system of online teaching-learning, attended online webinars, FDPs, etc.
To organize webinar	Dept of Library in collaboration with other colleges organized webinar.
13. Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	02/03/2022

15. Multidisciplinary / interdisciplinary

The institution is a single faculty college with permanent affiliation with RTM Nagpur University. It follows the curriculum designed by the university. As per the guidelines of the university, it has adopted CBCS system (Choice Based Credit System) from 2021-2022. Electives from among the available courses are offered to the students. As per NEP, the institution plans to follow the multidisciplinary approach that enables multiple entry and exit system.

16. Academic bank of credits (ABC):

As per the guidelines of the university, the institution has adopted ABC (Academic Bank of Credits) system. First year students have registered in this system and the relevant data of the students have been sent to the university. The students can access the system by using their personal Id and password. This system will be beneficial to students in NEP structure.

17. Skill development:

Career Guidance Cell of the institution organizes programmes on skill development. Guest lectures, competitive exams etc were organized. The lifelong Learning department plans to run a course on skill development from this year. The institution plans to run courses on skill development as per NEP.

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

The institution follows the Indian Knowledge System through the curriculum designed by the university. Various activities and events based on this system are being organized through different Cells and Departments. The institution plans to implement this system as per the guidelines of NEP.

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

The institution follows the guidelines of the affiliating university

that has designed the curriculum based on outcome-based education. The institution has developed various practices relevant to the Programme Outcomes and the Course Outcomes. It focuses on the outcome-based teaching learning methods.

20.Distance education/online education:

The institution follows the guidelines of the affiliating university that has designed the curriculum based on outcome-based education. The institution has developed various practices relevant to the Programme Outcomes and the Course Outcomes. It focuses on the outcome-based teaching learning methods.

Extended Profile

1.Programme

1.1	8
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	276
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	180
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	55
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	5
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	7
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	7
Total number of Classrooms and Seminar halls	

4.2	1082011
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	11
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

- The process of effective curriculum delivery in the institution is well planned and well documented.

- Annual Departmental Plan and Individual Teaching Plan are prepared and followed.
- The teaching plan in a stipulated time frame work is prepared as per the Academic Calendar of the Institution and that of the University.
- Individual annual teaching plans are prepared by every faculty and are conveyed to the students in the classroom in the beginning of the academic session.
- While delivering the curriculum, the institution ensures the maximum participation of students applying methods like experiential method, participative method, and problem solving method.
- In subjects like English, extra efforts are taken for effective delivery of the curriculum, in the form of Remedial teaching for weak and failure students.
- Continuous evaluation and feedback mechanism are followed by the institution to check the delivery of the curriculum is done properly and effectively.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The institution maintains the Internal Evaluation system. It adheres to the Academic Calendar for the conduct of Continuous Internal Evaluation (CIE) system. Teaching plan in tune with the Academic Calendar is prepared by the teachers consisting CIE so as to get the desired outcomes.

Student is the center of the system. So evaluation process focusses on the different facets of his overall development.

Evaluation of the academic progress of students is done through Tests, Exams, Group Discussions, Class Seminars, objective questions, Internal Assessment through assignments and viva.

Physical tests, medical tests and various sports competitions like Kabaddi, Cricket, Volleyball, Slow-Cycling are conducted to monitors the physical development of the students.

As a part of all round development, various extra-curricular events and competition like Debates, Speech, Essay, Poster making, Dance, Singing, Quiz, Drama are organized to evaluate their cultural development. The institution evaluates the various facets of their personality and competitive spirit through such events.

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

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

D. Any 1 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

0

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

0

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

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

0

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

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

1.3 - Curriculum Enrichment

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

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

the Curriculum.

Professional Ethics-The college has prepared the professional ethics such as honesty, obedience, accountability, objectivity , transparency in work, social responsibility for the teachers and non-teaching staff and are placed and posted at the important junction of the college.

Gender Equality Sensitization -There is co-education, boys and girls have equal participation in all college activities. Women Cell of the college organizes various programmes such as International Women's Day to highlight the role of women in the society and to respect them. The college works in coordination of its male and female teachers in congenial ambience. **Human Values**-The College makes every possible effort to create the feeling of harmony among its staff and students irrespective of their beliefs and faith, peace and integrity, race and religion and social strata. The college celebrates the commemorative days of great people who worked tirelessly to inculcate human values in Indian society.

Environment and Sustainability -Tree plantation programme is organized by N.S.S, Swachh Bharat Abhiyan (Cleanliness Drive) is organized by NSS Dept. of the college to spread the message of cleanliness. Plastic-free campus, less-paper concept are adopted by the college to sustain the healthy environment.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

0

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

0

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

1.4 - Feedback System

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

C. Any 2 of the above

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

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.njpcmohadi.in/feedback2020_21

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

360

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

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

273

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

In the beginning, each subject teacher examines their previous knowledge about the subject asking them basic questions about the subject to test their level of knowledge They use various methods

for this early assessment as to find out the slow and advanced learners. The most commonly used method is the question-answer method. Students' responses and teachers' self observations decide the learning levels. The teachers organize specific programmes for the benefit of both the types of learners.

- Language teachers organize reading, writing and speaking practices for slow learners. Some worksheets on grammatical items are provided to them for practice. Classroom practices, extra teaching, Remedial teaching, Tutorials, use of ICT, Question bank, study materials etc. are provided to slow learners. At the same time a co-ordination is maintained organizing programmes for advanced learners like speaking practices, writing task, Group discussion, class seminars, Guest lectures etc.
- The departments of Social Sciences give extra time to discuss the problems of slow learners and suggest the solution. They use easy methods using diagrams, visit to relevant places, use of ICT, ready - made study materials, question banks, MCQs etc. For advanced learners, Group Discussions, class seminars, Assignments, Project methods etc. are used.

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

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

Number of Students	Number of Teachers
276	5

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Our institution has adopted the learner centered education through

appropriate methodologies such as experiential learning, participative learning and problem solving methodologies to enhance the learning experience as individual and collaborative learning.

Experiential Learning

Practical sessions in Geography provide direct experiences to students. Filed works, Projects, Survey methods are used by Social Sciences. Educational Tours, Visits to various places are conducted by the Department of History and Geography. Communication skills, Pronunciation, Reading, Writing skills are imbibed through various classroom activities and viva by the department of English and Marathi. For their creative thinking, Assignments are given to them.

Participative Learning

Teachers conduct various co-curricular activities for participation of the students. Various competitions like Debate, Essays, Speech, Quiz etc. are conducted. Group discussions, class seminars are also conducted to increase the students' participation. Various awareness programmes, rallies, street plays are also organized to enhance their learning experiences.

Problem Solving Methods

Remedial teaching, classes on Grammar, Handwriting Practices, Speaking practices etc. are provided to them through the departments of languages. Remedial approach is used by department of social sciences. Visits to local government bodies to know the proceedings and activities. ICT is also used to solve their problems.

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

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

Teachers use the following ICT enabled tools for effective teaching learning process.

- Due to Pandemic of Covid-19, teachers used the online mode of teaching platforms such as Google Meet to create virtual classrooms.
- Social media platform like Whats App was used to connect with the students to share the study materials and solving their doubts and difficulties.
- Online videos are made on the syllabi and are uploaded on the Youtube channel.
- The links of those videos are shared with the students.
- Google Form is used for the students to assess their performance.
- Study material was uploaded on college website.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.njpcmohadi.in/data_2_3_2

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

2.3.3.1 - Number of mentors

5

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

5

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

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

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

3

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

98

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

- The assessment of teaching-learning process is done through feedback system, periodic tests, result analysis system etc. The variety of assessment on various levels is done throughout the year as far as frequency is concerned.
- The schedule of test is given before hand through the Academic Calendar which is displayed through display board, website. The instructions about the tests are also given to students some days before.
- The assessment of test papers is done impartially. The marks and the errors are explained to them in the class. The tests are as per the schedule of academic calendar and the need of teaching-learning process.
- The result analysis system is also transparent. The institution maintains a register for the results of written exams.
- The mechanism of internal assessment is robust and maintained strongly. The students are quite aware of this mechanism.
- The assessment of the students by the cultural department is done through the various extra-curricular events and competitions. Their performance in various competitions is evaluated by the separate judges on evaluation tables.
- This mechanism is so transparent that very less grievances are received regarding evaluations system.

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

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

- The institution has Grievance Redressed Cell for the grievances of the students about the academic issues, exam related issues, disciplinary issues etc.
- The exam related grievances consist of class tests, practical exams and internal assessment.
- The schedules is displayed through academic calendar Still some absent students have some grievances. Such students are given chance for internal assessments on time.
- Practical exam related issues like schedule, Roll No., batches etc. are solved efficiently before time.
- Grievances regarding University examinations like admission

card, schedule, change of subject, marks, result, mark sheet, errors in typing, seating arrangement etc. are solved promptly by the examination in-charge and his team.

- The issues of change of the subject are handled promptly by filling the undertaking form.
- There are other issues of mark sheets, print errors, internal marks, practical marks, sports & cultural marks etc. The relevant teachers are contacted and corrections are done efficiently on time.
- Due to Covid-19, the examinations at college and university level have been conducted in an online mode. The technical issues regarding these exams were either solved or forwarded to the university.

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

2.6 - Student Performance and Learning Outcomes

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

The institution runs the programme of Bachelor of Arts (B.A.). It has a stated Programme Outcomes.

- At the end of the programme, students are expected to have Critical Thinking, Effective Communication, Social Interaction, Effective Citizenship, Ethics, Environment and Sustainability, Self directed and Lifelong Learning.
- All Pos and COs are stated and displayed on the college website.
- These outcomes are discussed and communicated to teachers in the meetings of IQAC. The students are made aware of these outcomes in the beginning of the session through their orientations.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.njpcmohadi.in/programmeoutcomes
Upload COs for all courses (exemplars from Glossary)	View File

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

The institution evaluates the attainment of Programme Outcomes, Programme Specific Outcomes and Course Outcomes. For this various departments and cell take efforts.

- It has developed a method to measure the attainment of these outcomes. It depends chiefly on-
 1. Knowledge and understanding
 2. Presentation and Communicaton skill
 3. Teachnical Skills and Experience
 4. Analysis and Application
- Knowledge and understanding is measured through the theory exam. The results in this exam decide the attainment level.
- Internal Evaluation decides the presentation and communication skills. The attainment level reaches approximetly to 60% to 70%.
- The technical skills and experience are measured through practical exams. The attainment level in this regard can be seen as 70% and above.
- Analysis and Application of the learning is measured through their progression to future studies. This record is kept through students progression cell. The attainment level of this progression is about 40%.
- The avaverage attainment level of these outcomes reaches nearabout to 60%.

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

2.6.3 - Pass percentage of Students during the year

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

55

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

2.7 - Student Satisfaction Survey

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

https://www.njpcmohadi.in/assets/okb/img/data/SSSquestion2020-21_.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

3.1.2 - Number of departments having Research projects funded by government and non

government agencies during the year

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

0

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

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

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

1

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

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

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

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

- The institution encourages students participation in activities like blood donation camps, AIDS awareness programmes, visits to the adjoining villages, involvement in community development programmes, Legal awareness Street plays, locality cleaning and campus cleaning etc.
- Extension activities are carried out through National Service Scheme (NSS) It inculcates patriotism, a spirit of service and a sense of togetherness among students. It encourages participation students on a voluntary basis in various activities of social service and it awakens social consciousness and inculcates in them a sense of dignity of labour.
- Organizes health awareness camps, blood donation camps, eye check up camp, HB, sugar, Thyroid check up camps and literacy programmes.
- Tree plantation, Rallies on various issues, Sanitary drives,

Plastic free campus, No-Tobacco Campaign, Voter Awareness Rallies, Demonstration of EVMs are also organized.

The impact of these activities -

- Developed student-community relationship.
- Developed Leadership skills, interpersonal skills, public speaking, and self confidence of students.
- Created channels of interaction and communication among students and people.
- Developed a sense of commitment among students.
- Created awareness about gender sensitization, emotional stability, life challenges and ways out.

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

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

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

0

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

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

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

7

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

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

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

136

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

3.4 - Collaboration

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

0

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

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

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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution has its own building in a sprawling campus of 2 acres. The building and class rooms are adequate for running the one programme available in the institution.

- There are 7 classrooms. Two out of seven classrooms are well-equipped with roof-mounted and one mobile LED projectors.
- There are 3941 Books. The teachers and students are exclusively using the central library for books, copies of syllabus old question papers. Even e-book and e-journals can be accessed from the computer adjacent to the library.
- The institution has separate laboratory for practical in the subject of Geography.
- The institution has a collection of audio-videos in the form of CDs in central library.
- The college has 1 Xerox-machines, 3 printers and 8 computers used as computing equipments in the institution.

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

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor),

gymnasium, yoga centre etc.

The institution has adequate facilities for sports and cultural activities.

Sports Facility:(Outdoor games)

- One court for volley-ball.
- One Kabaddi court.
- One Net ball court.
- A large open ground where the students play cricket.
- Open ground for the practice for the athletics.
- One cricket kit.
- In Athletics, facilities for field events like shot-put, Long Jump, Single bar, Double bar, Discus Throw are available.

Indoor Games:-

- Facility of carom board.
- Facility of chess board.
- Facility for Yoga practice.

Facility for Cultural Activities:

- The classroom cum hall is used for conducting cultural activities throughout the year. The hall has 100 seating capacity.
- There is a dais, podium, amplifier and speakers, cordless mike, LED Projector etc. for conducting cultural activities.

Annual Function

When during the annual function even the parents are invited along with the students and the members of alumni association, it becomes difficult to accommodate the large number of people in the classroom cum hall. In this situation the wooden stage is prepared in the open ground with a large pandal. Annual functions and inter-collegiate competitions are conducted in the outside stage.

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

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

3

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

3

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.njpcmohadi.in/agardataphotoes
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

280100

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

4.2 - Library as a Learning Resource

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

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	E. None of the above
--	-----------------------------

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0

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

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

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

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

4.3 - IT Infrastructure

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

The institution has updated its IT facility as per the requirements from time to time.

- The low speed tariff-plan of broad band Wi-Fi connectivity has been shifted into high-speed broad band.
- The institution has one connections of broadband.
- The PCs in the institution are connected in LAN and there is Wi-Fi router installed in the institution to make the campus Wi-Fi.
- The institution has installed CCTV for the purpose of security and for keeping strict vigilance on the activities going on in the college campus.
- The institution has added Computers, printers, Xerox machine and LED Projectors as per the IT demand of the institution. When the university has introduced the online question paper delivery in the university examination system, the institution has installed a Xerox machine, a printer, internet connectivity and an inverter has also been added in the examination department.
- The institution every year updates its antivirus software in all desktops.
- There are two smart classrooms with the roof mounted LED Projectors with screens for ICT enabled teaching-learning.

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

4.3.2 - Number of Computers

11

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

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

280100

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

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

The institution has an established system and procedure for maintaining and utilizing physical, academic and support facilities.

1. Laboratory:-

Geography department has a laboratory with Rain gauge, Max, Min thermometer, Dry and Wet thermometer, Thermo-Hygrometer, Wall thermometer, Robin cup, Astronomical Telescope, Three D. Model, Glob, Geometrical box, Maps, outline map, Prismatic compass, Survey measuring chain with arrows, Measuring Tape, Scientific Calculator etc.

2.Sports Complex:

The department of Physical Education has a separate department and a stockroom for the store of sports equipments and materials. The department of sports also helps the trainees for the police recruitments by providing its ground for practice.

3. For Library:

The library has a system of maintaining and utilization of its infrastructure and facilities. There is a separate section for reference books and the books on competitive examination. There is a system of using BT cards for the students for borrowing books from the library.

4.Computers:

The institution has appointed a part time computer operator who looks after all the computers. It is ensured that all computers are utilized properly. Computers are updated time to time.

5.Class rooms:

The cleanliness committee in the institution allots the work of cleanliness of the classrooms and office among the peons.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

200

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

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

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

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

B. 3 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

110

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

110

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

B. Any 3 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

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

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

5.2.2.1 - Number of outgoing student progression to higher education

21

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

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

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

examinations) during the year

0

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

5.3 - Student Participation and Activities

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

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

0

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

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

As per the Maharashtra University (Act 1994 the students Council is formed in every affiliated college. It consists of the class representatives (CR) nominated by the Principal on the basic of academic merit in University examination. The class representatives then elect the secretary of the council who is designated as university representative (UR). The formation of the students council ensures participation of students in the functioning of the institution.

Though there is absence of students elections to form the students council, the institute ensures the representation in academic and administrative committees and organization of the different programs in the campus.

1. As per the Maharashtra Public Universities Act 2016, the students have representation in the college development committee (CDC) and (IQAC).
2. For building the self-confidence empowering the students and leadership skill, the institution gives the responsibility to the students in the various committees like Grievance Redressal Cell, Anti-Raging Cell.
3. At the time of Annual Function, the institution forms various organizing committees related to various sports and cultural competitions.
4. During the different academic and co-curricular activities, students are given responsibility and prominent role for successful conduction the programs.
5. They are given representation in various subject associations.
6. When the industrial visit of field trip or picnic is organized by the institution, the different responsibilities are entrusted to few students.
7. Proper representation is given to students in NSS and Cultural departments.

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

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

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

9

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

5.4 - Alumni Engagement

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

The college has Alumni Association. Though it is not registered, but it works and participates actively in some of the institutional support services. Its contribution can be cite as below:

1. Active participation in Annual Function
2. Assistance in orgaizing NSS camp and its activities
3. Support in organizing extension and outreach programmes
4. Guidance to regular students for competitive exams.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Our Vision : "Enlightening the lamp of Knowledge" The vision of the college is itself revealed in the college's logo "????????? ??????? ??????" meaning enlightening the lamp of knowledge.

Our Mission : The mission of the institute is to create virtual, able and ideal citizen by spreading education among the poor students of backward and rural area and conduct campout awareness of environment.

The college strives to achieve its specific goal by providing higher education facilities in liberal Arts to the youth of Mohadi and its surrounding area so that they will be knowledgeable, socially useful and people-oriented citizens.

The governance of the institution reflects its vision and mission through the academic calendar, Annual Plan, meetings of IQAC, CDC and other bodies with the participation of teachers. They design the curricular and extra -curricular activities for the overall development of the students which is reflected in the perspective plan.

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

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

The decentralization system is implemented in our institution. The

major decisions are taken by the Management (GES) and the required policies are formed for the smooth functioning. The Principal is the Head of the institution who takes lead role in decentralizing the work by forming various committees like Staff council, CDC, Purchase Committee, Advisory Committee, IQAC and other committees in tune with the governing body.

In our institution Internal Autonomy is given to the departments to organize field visit, Industrial visit, Visit to Historical Places, Nationalised Banks etc.

The history and the geography dept. organize the educational tours every year. The institution encourages teachers to lead the various academic and cultural programmes as conveners of committees and departments. The institution involves IQAC in the quality enhancement measures of the institution. IQAC formulates, implements and monitors sustainable progress. The Alumni association assumes a participatory and contributory role in the development process.

The college makes efforts for Teaching and non-teaching staff providing IT equipments, and permitting to attend Refresher courses, Seminars, orientation programmes, Conferences etc.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college principal and teachers formulate and implement its policy and perspective plan for assurance and sustenance of quality higher education. The principal, the administrator head of the society, LMC, CDC and IQAC meet and discuss various matters related to infrastructural facilities and academic improvement. The principal communicates the policy decisions to the faculty members in the staff council meetings and oversees the implementation of the same.

The college ensures that the desired objectives are being achieved through the IQAC, various committees like admission committee,

language and social science forum have been established for efficient and smooth functioning of the college. The HODs, the conveners for various committees carry out the activities taken up and at the end of the academic year.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

1. **GES:** Gondia Education Society constituted a subcommittee of the college to initiate academic and administrative policies and monitor the implementation.
2. **CDC:-** College Development Committee consisting management authorities, Principal, IQAC Coordinator and other authorities design the development plan. The same is followed by the college functionaries.
3. **IQAC:-** Includes subcommittee chairpersons, Principal, Senior HODs and office staff- execute the policies and strategies through administrative unit and functionary committees.
4. The institution is affiliated to R.T.M. Nagpur University Nagpur it works according to University and state Govt.
5. Recruitment of permanent faculty will be according to the existing rules. Recruitment of CHBs will be done by the management (followed the UGC rules) through interview merit and performance.
6. Principal and convener of the Grievance Committee settle the solutions of Teaching and non teaching staff and students amicably.
7. The Heads of the various committees ensure the smooth functioning and implementation of the activities.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.njpcmohadi.in/assets/okb/img/data/Organogram-converted.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	C. Any 2 of the above
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File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The welfare measures available in the institution for teaching and non-teaching staff are as under:

1. Facility of G.P.F.
2. Facility of D.C.P.S.
3. Departmental Cubicles for Teachers with book racks
4. Pure and cool drinking water
5. A computer with internet in the staffroom
6. Xerox facility
7. Sanitary facilities, vending machine for girls and women staff
8. Library with access of internet facility for online resources
9. Group Insurance Policy
10. Facility of deduction of LIC premium directly from salary

11. Permission and assistance by the head for Home Loan, Vehicle Loan and Personal Loan.
12. Support to avail loan from GPF account
13. Leaves for research work, participation in Seminars and Conferences and faculty development activities for teaching staff
14. EL, ML and their benefits are given to non-teaching staff without hesitation
15. Fast action for promotional matters
16. Facility of Medical Reimbursement
17. Facility of Long Tour Concession, but none availed this

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

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

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

0

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

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

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

2

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

3

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

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

The institution through IQAC has developed Performance Appraisal System to assess the performance of the staff. Every year faculty members are required to fill in a performance appraisal forms designed on the basis of PBAS methodology of UGC. It is a self

appraisal form. The format is exhaustive and includes questions/ descriptions regarding academic and administration responsibilities undertaken by the teacher. It also involves research based performance at national and International level seminars and conferences. It includes teaching and exam related activities. The self appraisal forms are assessed by IQAC Coordinator and approved by the Principal of the college and a positive and constructive feedback is shared with faculty members if necessary.

The performance appraisal of Non-teaching staff is done by the Principal based on the quality and quantity of their work, nature of work, their enthusiasm, skill sets and efficiency. This is done through the Confidential Report.

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

6.4 - Financial Management and Resource Mobilization

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

Institution conducts internal and external financial audits regularly. The Internal Audit is carried out by a CA. External Audit is carried out by the Joint Director of Higher Education, Nagpur.

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

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

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

0

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

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

The main source of funding for the college is the fees collected from the students. Budget is prepared as per the requirements of the various departments. The dispersal of funds for the needs proposed are strictly monitored by the Principal. Expenditure receipts are maintained for various purchases made towards purchases especially related to the sports and library. The college follows a transparent accounting and audit practice.

The physical resources are used at optimum level and the human resources are engaged in creative and constructive activities.

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

6.5 - Internal Quality Assurance System

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

IQAC of the college takes various initiatives to institutionalize the strategies and processes. It has contributed significantly for the same the following way-

- Submission of AQARs to NAAC

- Systematic & Regular feedback mechanism
- Accreditation process
- Record keeping- record related to AQAR, departmental inputs, appraisal system, and various formats of SSR etc.
- Helps for innovative teaching-learning process
- Contributes to practice CIE
- Helps to increase the use of ICT in teaching-learning
- Conducts in house workshops, seminars, training session etc.
- Got ISO certification
- Suggestions to various departments to establish linkages and collaborations with community, industry or organization

The description of two such practices as follows-

1. Submission of AQARs

IQAC submits AQARs regularly to NAAC. While preparing AQAR, it needs various kinds of information and documents. IQAC calls the meeting and asks the staff for relevant information. The AQARs are prepared accordingly and submitted to NAAC. All the components are engaged in the process and thus make it institutionalized.

1. Feedback mechanism

IQAC has developed a feedback mechanism. A separate cell is formed which observes the feedback process regularly. The feedback from students, teachers, parents, Alumni are taken, analyzed and appropriate action is taken accordingly. All the teachers and the respective departments provide feedback forms to the stakeholders. The feedback Cell, after receiving the forms, analyzes and prepares the reports. Thus, IQAC institutionalizes this practice of feedback process.

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

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

As per the changes in University norms and assessment frameworks of NAAC, the institution reviews its teaching learning process, methods of operations and learning outcomes at periodic intervals through IQAC set up.

The description of the two examples of reviews and reforms facilitated by the IQAC is as under-

1. The institution strives for improvements in teaching-learning process. Due to Covid-19, it adopted the new innovative and ICT enabled teaching-learning methods. Teachers used online platforms They took help of e-resources like e-journals, educational videos to enrich the process. They prepared for e-content developments.

2. Internal Assessments- the institution reviews the assessments process. It has adopted CIE process for all sided assessment of students. Due to Covid-19, online examinations and assessment was done. Academic assessment was done through exams, assignments, viva-voce, group discussion, class seminars, projects etc. Various sports and cultural events and competitions are held for the assessment of physical and cultural development of the students.

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

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

C. Any 2 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Safety and Security: Ours is the institution of co-education. Both the girls and boys take part in all curricular, co-curricular activities and extra-curricular. For the safety and security of females, CCTV cameras are installed. Facility of sanitary napkins, discipline among the students and introduction of dress code are some of the measures for their safety.

Counselling :

1. Counseling the students about academic, health and hygiene issues.

2. Guidance about the legal Literacy.

3. Celebration of International Women's Day

Common Room: We have separate Common Room for Girls.

Any Other: Appropriate representation of girls in various bodies and departments

Health Check up facility.

Proper coordination between male and female teachers.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	E. None of the above
--	-----------------------------

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

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

Solid waste management : The solid waste is collected from the dust bins in the college and thrown in a pit of 6x4x4 (Feet) which is prepared in the back side of the college to dispose the solid waste. A waste collecting vehicle from Nagar Panchayat collects the waste after every 2-3 days a week.

Liquid waste management : The liquid waste water is discharged in the canal adjacent to the college.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	D. Any 1 of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants 	B. Any 3 of the above

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

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit	E. None of the above

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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

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

D. Any 1 of the above

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

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

The institution has cultural and socioeconomic diversities in some extent. But the principles of tolerance and harmony make us all united. Teachers boost the feeling of equality, liberty and fraternity among students in the classrooms as well as in the various functions. They stress on the human values and try to inculcate these values into them. A proper respect and homage is given to the great personalities of the various strata. In this way, the institution takes efforts to create an inclusive atmosphere.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The institution takes efforts to sensitize students and employees to the constitutional obligations in the form of values, rights, duties and responsibilities of citizens through various programmes. These attributes are given special attention on the Constitution Day. Through the speeches on this occasion, teachers try to inculcate these values among students to make them responsible citizens. The department of NSS and that of Political science organize the day focusing on the importance of the Constitution and its obligations.

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

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

C. Any 2 of the above

teachers, administrators and other staff 4.
**Annual awareness programmes on Code of
Conduct are organized**

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

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

The Institution organizes various national and international commemorative days, events and festivals. Due to the pandemic of Covid-19, limited events were organized. Still it organized International Yoga Day, Covid Awareness Campaign, Constitution Day, Mahaparinirvan Din, Late Natwarla Patel Jayanti, Savitribai Phule Jayanti, National Youth Day, Netaji Subhash Chandra Bose Jayanti, International Women's Day, Dr Babasaheb Ambedkar Jayanti. It celebrated the national festivals like Independence Day and Republic Day.

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

7.2 - Best Practices

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

Format for Presentation of Best Practices

Practice- One

1. NSS Activities during COVID-19 Pandemic

During the outbreak of COVID-19 pandemic people were terrified with the consequences. Especially the rural masses could not understand how to face it. Government's guidelines and mechanism was not sufficient. In this situation, NSS volunteers stepped forward to help them. Our NSS unit came forward to make them aware of the guidelines to save their lives.

Practice- Two

1. Feedback Mechanism

Self evaluation is an important thing to improve the quality of education. The college conducts feedback process to evaluate the standard of education in the college. The feedback from students is taken about the college and the teachers. Feedback from other stakeholders like Alumni and Parents is also taken regarding curriculum and other activities.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

The vision of the college is "?????????? ??????? ??????" means "enlightening the lamp of knowledge." The institution always strives to perform in light of the its vision. Teachers attend various conferences and workshops. They prepare research papers and publish in the proceedings of the conferences. They also publish their research articles in reputed national and international journals. There are six Ph.D. holders including the principal and rest two have registered and doing Ph.D. Some of them have published their books and some have contributed chapters in books. So, involvement

of teachers in research activities for updated knowledge is one of the distinctive features of the institution towards its vision. So, in the effort of fulfillment of its vision the college is constantly trying to bring every possible opportunity of acquiring new knowledge and imparting it to its students.

This gives good results from the side of the students. To test this knowledge, various co-curricular and extra-curricular activities are conducted. Through debates, speeches, extempore, essay writing, class seminars, group discussions and other competitions, students show their performances. This helps for the multi-layered development of the students.

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

7.3.2 - Plan of action for the next academic year

- To go for accreditation for 3rd Cycle
- To prepare Academic Calendar for the session 2021-22.
- Preparedness for online teaching-learning with use of ICT Tools
- Stress on e-content development
- To organize more community oriented extension activities
- To adopt new exam pattern
- To fulfill the suggestions expressed through Feedback and SSS
- To spread Covid-19 awareness among masses
- To increase students' involvement in online activities