



# **SELF STUDY REPORT**

**FOR**

**2<sup>nd</sup> CYCLE OF ACCREDITATION**

**SMT. REWABEN MANOHARBHAI PATEL MAHILA  
KALA MAHAVIDYALAYA,BHANDARA**

**BEHIND B.D.C.C.BANK,CIVIL LINE,BHANDARA**

**441904**

**[www.rmpatelcollege.com](http://www.rmpatelcollege.com)**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**June 2023**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

It is one of the most significant moments of our college that it is preparing for the 2nd cycle of assessment and accreditation to upgrade in every field of academic life. In fact it's a kind of best opportunity to present a scenario which encompasses the strengths and limitations of girls' college in developing areas of Vidarbha region. The college is run by Gondia Education Society, Gondia. It is a Hindi Linguistic Minority educational society. The college was established in the year 1995.

The present report has incorporated the vision, policies, plans, actions, achievements and limitations of the college in a very detail way. The self-study report analyses the overall performance of the college as an institution catering to the academic needs of the students hailing from remote rural areas of Bhandara district.

### **Vision**

The vision of the Gondia Education Society, Gondia is to promote education by establishing institutions for the development of personality in all its aspects –physical, intellectual and moral, and thereby, making every student a useful member of society.

The vision of the college is the same as that of the Gondia Education Society, Gondia, i.e. Promotion of education in every sphere of life. The fundamental and most basic vision is to cater the academic requirements of the students coming from far-fetched areas of the region. It encompasses the universal vision to educate the students in such a way that they can survive in the most difficult times of the modern age. The entire teaching community of the college facilitates the students to upgrade their skills through various academic, cultural programmes, sports, and extracurricular activities.

### **Mission**

The logo of the college symbolises enlightenment in every sphere of life. The light of knowledge enlightens the life of students. It should also transform into wisdom which will make students' life healthy and positive. The vision and the mission of the college represents upgradation of varied skills in the students of the college. The fundamental objectives of the college are as follows:

- \*to create awareness among the students of backward areas
- \* to educate the girls of the Bhandara town and the nearby remote rural areas of the district.
- \*to counsel, support, monitor the growth of academic life
- \*to make the students use latest technology in day to day life

- \*to guide them in selecting right career after graduation
- \*to imbibe human values with love and respect for nation
- \*to make them aware of social responsibilities through various extension activities

## **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

### **Institutional Strength**

- \*The college is located in the heart of the town and has a zero pollution zone, providing a conducive ambience to the teaching-learning process.
- \*The college is located in a semi-urban/rural area of the East Vidarbha region, caters education of high standard to educationally backward masses.
- \*The college has a proactive management with enthusiastic leadership with the strong belief in decentralised governance.
- \*The college has good infrastructure, a well maintained library with modern and rare books on its stacks, well equipped laboratories which are timely maintained and upgraded as per the need of curriculum .
- \*The college faculty is actively engaged in research work, which is evident by extensive publication in research journals of National and International repute, book publication, research projects, participation in workshops, conferences, seminars, establishment of collaboration for research, etc.
- \*Democratic setup -- Gondia Education Society, College Development Committee and College Authorities
- \*Regular upgradation of basic infrastructure
- \*Full Time permanent/CHB Teaching /Non-Teaching staff for imparting education.

### **Institutional Weakness**

- \*The students are from far-fetched and remote areas/villages of the Bhandara District.
- \*Lack of awareness among parents and students. Poverty and limited financial resources for education is the main concern.
- \*Lack of conveyance for remote villages.
- \*Strict regulations of university which results into various limitations

\*Limited faculty

\*Mono-faculty institution

\*Lack of non-conventional courses due to economically weak students

\*Lack of academic performance

### **Institutional Opportunity**

\*To upgrade skills on various levels

\*To prepare for future career

\*To use latest technology

### **Institutional Challenge**

\*Limited financial support

\*Creating awareness among students

\*The College faces a Lack of collaborative research opportunities. Research facilities and related infrastructure needs augmentation. A Registered Alumnae Association is the need of the hour. This shall enhance the alumnae support professionally as well as financially.

\*Training students to appear in competitive exams and interviews

\*Proper training and placement

\*Lack of digital equipment like smartphones,laptop,tablets,PC as most of the students are from lower income groups.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

Dr. Serish S.Nakhate, is the Head of Curricular Aspects. Our college is affiliated to R.T.M.Nagpur University, Nagpur and hence governed by the strict rules and regulations in every aspect of academic life. The university has its own system of propagating curriculum of different Programmes/courses and hence the affiliated colleges have to follow the prescribed syllabus and relevant matters, religiously. The students prepare for the examination within the parameters of the prescribed syllabus of every subject. The teachers use various innovative and creative methods, and latest technology to create interest in the subject concerned. The classroom turns into a creative centre where teaching and learning process becomes very innovative and interesting. In addition to the prescribed curriculum the students are made aware and trained to save and protect environment, to learn self-defence techniques, to believe in gender equity, to maintain the college campus clean and green, to develop human values on personal and professional level, and to obey and enjoy the strict discipline of the college. The teachers used online platforms like google meet, zoom, etc. for teaching in pandemic period.

For the smooth conduct of the teaching-learning process, a faculty-wise Time Table is prepared by the Time-Table Committee which is then adopted after the approvals from the IQAC and the Principal. Some teachers of the College are represented on the Board of Studies of the University. Teachers actively participate in paper setting, moderation and evaluation work of the university papers.

### **Teaching-learning and Evaluation**

Teaching-Learning and Evaluation is headed by Dr. G.W.Dhote. Teaching and learning is a two way process. It's a matter of great challenge to motivate the students to attend the classes regularly. The teachers try their level best to create interest in the various subjects. They use innovative methods to teach the curriculum. The classroom teaching involves allusions from various social sites which makes a strong rapport between students and the teachers. The effective use of ICT makes teaching-learning process interesting. The unit tests, assignments and internal assessment is done offline/ online via google forms and google classroom. They evaluate the students by revising the different topics. The university examination tests their overall academic performance after the end of every semester. The feedback of the teachers and students are taken into consideration and effective measures are implemented to fill the potholes. The various cells/committees solve every problem of the students during their academic life. The academic calendar of the university and college is strictly followed by the entire teaching and student community.

### **Research, Innovations and Extension**

Criterion III (Research, Consultancy and Extension) is headed by Dr. Rahul Bhore and Varsha Meshram [LIBRARIAN]. Our college has well educated teachers with long experience in research activities. They have relevant research degrees in their concerned academics. Some of the teachers have done MRP to add innovative ideas in the research field. But the college has its own limitations because it is in developing stage in the matter of infrastructure due to limited financial resources. The basic facilities like library, laboratories, etc. are available for the students and the faculty members. The academic, cultural, and extension activities related to environment awareness, safety and self-defence techniques, value-education, gender equity, disaster management, Swachh Bharat Mission, Health related awareness and counselling

camps,blood donation camps,sickle cell awareness camp,Yoga camps,cultural activities,sports carnival,social responsibilities,national integration,etc.becomes the source of overall awareness in the student and teaching community.

### **Infrastructure and Learning Resources**

Criterion IV (Infrastructure and Learning Resources) is headed by Dr. Rahul Bhore.The college has basic infrastructure for the smooth sailing of teaching and learning process.The college building incorporates basic facilities for the students and faculty members.Airy and well- furnished classrooms,seminar hall,laboratories,library and common room provide conducive environment for teaching learning process.The entire campus is lush green to keep the students in close proximity with nature.The beautiful fauna(birds) and flora in the college campus attracts the students from far-fetched villages of the district.The college has a very big playground for all the sports and physical training of the students. A modern gymnasium is a boon for the students participating in various sports activities.The college has basic facilities for Divyangjan[students with special needs].It is also open for the faculty members and stakeholders.The entire campus has basic ICT infrastructure to cope up with the digital needs of the students and teachers.

### **Student Support and Progression**

Student Support and Progression is headed by Dr.K.U.Ishwarkar.The fundamental duty and responsibility of our college is to provide clean ,safe and secure atmosphere to the students.The college has very active anti-ragging and grievance cell to solve the problems of the students.It has installed CCTV cameras in every nook and corner of the college to ensure safety to the students. In addition to it the college has developed a full proof mechanism to cater the financial needs of the students through various government schemes in the form of scholarships and freeships.Sometimes the college bears the expenditure of the students to help financially weak students.The teachers guide the students for competitive exams and available career options.

### **Governance, Leadership and Management**

Governance, Leadership and Management is headed by Dr.R.A.Shringarpure.Our college focuses on the overall upgradation of the entire teaching and student community.We have very flexible and transparent system in the college.The Management and the administration of the college has very strong bond and an effective mechanism to deliver the policies of the college.It is a democratic setup which gives equal importance to every stakeholder of the college.The responsibilities are shared and decentralised according to the needs.The various committees of the college play important role in the routine work and challenges.The IQAC has its own significance because it mobilises and monitors the activities for the development of the college.It involves all the stakeholders in each and every activity of the college.The use of latest technology can be seen in the

routine work.

### **Institutional Values and Best Practices**

Innovative Practices is headed by Dr.R.A.Shringarpure.The college takes care of the students in every aspect because it is basically a girls college.The safety and security system is very modern and effective ,and is ready to face any untoward situation in the campus.The college organises various awareness programmes like gender sensitization camp,medical camps,environment camp,cleanliness drive,waste and garbage management,etc. to motivate girl students.The college provides facilities like well-furnished common room,reading room,well-furnished laboratories,gymnasium,playground,canteen,parking,etc.The pandemic on the global front created havoc in every sphere of life.The teaching and learning process was upgraded by using online platforms .In addition to it the internal assessment was done by using google forms and google classroom by some teachers.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	SMT. REWABEN MANOHARBHAI PATEL MAHILA KALA MAHAVIDYALAYA,BHANDARA
Address	BEHIND B.D.C.C.BANK,CIVIL LINE,BHANDARA
City	BHANDARA
State	Maharashtra
Pin	441904
Website	<a href="http://www.rmpatelcollege.com">www.rmpatelcollege.com</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	RANJANA S HRINGARP URE	07184-299247	9420865877	-	rmpcollege@rediff mail.com
IQAC / CIQA coordinator	CHANDRAS HEKHAR B.SHARMA	07184-299247	9923356711	-	iqacrmc@gmail.c om

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	For Women
By Shift	Regular



<b>Recognized Minority institution</b>	
If it is a recognized minority institution	Yes <a href="#">MINORITY STATUS CERTIFICATE ORIGINAL PDF.pdf</a>
If Yes, Specify minority status	
Religious	
Linguistic	HINDI
Any Other	

<b>Establishment Details</b>				
<b>State</b>	<b>University name</b>	<b>Document</b>		
Maharashtra	The Rashtrasant Tukadoji Maharaj Nagpur University	<a href="#">View Document</a>		
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>	<b>View Document</b>		
2f of UGC	30-03-2012	<a href="#">View Document</a>		
12B of UGC	30-03-2012	<a href="#">View Document</a>		
<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
No contents				

<b>Recognitions</b>	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	BEHIND B.D.C.C.BANK,CIVIL LINE,BHANDARA	Urban	1.25	2739.579

## 2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA, Humanities	36	HSSC	Marathi	660	211

### Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				3				12			
Recruited	0	0	0	0	2	1	0	3	5	3	0	8
Yet to Recruit	0				0				4			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				8
Recruited	4	1	0	5
Yet to Recruit				3
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

### **Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/ LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	1	0	5	2	0	9
M.Phil.	0	0	0	1	0	0	0	0	0	1
PG	0	0	0	0	0	0	0	1	0	1
UG	0	0	0	0	0	0	0	0	0	0

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/ LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	4	0	5
M.Phil.	0	0	0	0	0	0	2	1	0	3
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
		0	0	0	

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

<b>Programme</b>		<b>From the State Where College is Located</b>	<b>From Other States of India</b>	<b>NRI Students</b>	<b>Foreign Students</b>	<b>Total</b>
UG	Male	0	0	0	0	0
	Female	211	0	0	0	211
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Category</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	0	0	0	0
	Female	46	48	49	63
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	34	37	39	53
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	141	191	192	266
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	4	7	46	15
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	44	37	10	49
	Others	0	0	0	0
<b>Total</b>		<b>269</b>	<b>320</b>	<b>336</b>	<b>446</b>

### **Institutional preparedness for NEP**

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>The college plans to conduct events as per the guidelines of National Education Policy-2020 where students can learn by active participation. Our institution is an affiliated college, and hence follows the curriculum framed by the University. The college conducted various interdisciplinary /Multidisciplinary events. The Literary Club, under the aegis of Department of English, organised online events to promote language and literature among the students. Similarly Digital Revolution Group, under the aegis of Department of English, organised hands-on training to upgrade digital skills and online events to spread awareness regarding cyber security among the rural students. The NSS and Sports departments</p>
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	<p>organised several activities and events to upgrade the skills of the students. The Department of Music organised some events/competitions to train the students of the college in the field of music. The Department of Home-Economics organised several activities to enhance the skills of the students. The college conducted various programmes to inculcate universal values, citizenship values, and life skills among the students.</p>
2. Academic bank of credits (ABC):	<p>The institution is affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur. As per the notification of university, our institution has started the process of registration of the students on ABC portal. The university will implement the NEP 2020 guidelines in the upcoming academic session i.e. 2023-24. The college will be able to offer the benefits of multiple entries and exits from the upcoming academic session.</p>
3. Skill development:	<p>The college organises various activities for the development of , life skills, values, vocational guidance etc. Some of the major life skills activities are organised by NSS and other departments.</p>
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	<p>Our institution offers education in mother tongue i.e. Marathi. All courses/subjects are taught in Marathi medium. The other languages like English, Hindi, English Literature and Hindi Literature are taught using bilingual/trilingual methods so that the students of rural areas can comprehend and develop various skills of language. The Department of Physical Education organised events focussed on Yoga. Since it was Pandemic Time, the Department of Physical Education organised the International Yoga Day-2020 on online mode. . The staff and the students were required to practise the Asanas as per the International Yoga Day protocol. The Department of Home-Economics conducted classes on different Traditional Indian Dishes. As a part of the preservation and popularisation of Marathi language, the Marathi Bhasha Samvardhan Pandharwada ( Marathi Language Preservation Fortnight ) and Rajbhasha Marathi Gaurav Din was celebrated by the Department of Marathi. Literary Club and Digital Revolution Group ,under the aegis of Department of English organised several online events to promote Indian languages and literature, and digitalisation among the students.</p>

<p>5. Focus on Outcome based education (OBE):</p>	<p>The college works on different fronts to achieve the different parameters of Outcome Based Education. In addition to the committed teaching to develop deep knowledge of respective disciplines, various activities were conducted to update knowledge and develop their critical thinking .Unit Tests, tutorials and assignments helped in identifying the Course Outcomes of the students. In order to develop professional and ethical sensitivity among the staff and students, a programme on IPR was conducted on 20 &amp; 21st July 2020. The code of conduct for students and staff inculcates professional and work-place ethics. Various programmes conducted by the college in association with Government and Non-Government agencies included a long way in inculcating constitutional , community and societal responsibilities among the students.</p>
<p>6. Distance education/online education:</p>	<p>Since it was Covid-19 pandemic time, most of the classes were conducted online. The teachers conducted their classes using different online platforms such as Google Meet/Classroom, Zoom etc. The teachers of the Department of English recorded some of their lectures and uploaded them on their department’s YouTube channel and shared them with the students who could watch according to their convenience and connectivity. Many staff members upgraded their skills by attending different online Faculty Development Programmes conducted by different Teaching-Learning Centres/ Academic Staff Colleges.</p>

**Institutional Initiatives for Electoral Literacy**

<p>1. Whether Electoral Literacy Club (ELC) has been set up in the College?</p>	<p>YES</p>
<p>2. Whether students’ co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?</p>	<p>The Electoral Literacy Club (ELC) was formed by the NSS wing of the college headed by Prof.K.G.Pakhmode.Presently the convener of the ELC is Dr.Naresh P.Borkar.The club works for the awareness campaign related to electoral literacy.The students of NSS wing are members of ELC.The club has appointed student co-ordinators and two faculty members to run the events successfully.The club is fully functional and celebrates National Voters Day</p>



	on 25th January, every year.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	The Electoral Literacy club organises the following events to spread awareness about Voting regularly in the college:- 1.Essay competition 2.Rangoli competition 3.Poster competition 4.Lecture series
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	The students who are above 18 yrs.are motivated to register and all formalities are done by the faculty members.Awareness drive,circulation of voters registration forms,online registration is done by the club.The teaching and non-teaching staff with the help of NSS and Sports volunteers motivate and help students and nearby areas to register for voting.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	The students who are above 18 yrs.are motivated to register and all formalities are done by the faculty members.Awareness drive,circulation of voters registration forms,online registration is done by the club.

## Extended Profile

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### 1 Students

#### 1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
265	320	336	461	477

File Description	Document
Upload Supporting Document	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 2 Teachers

#### 2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 11

File Description	Document
Upload Supporting Document	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
09	09	09	09	10

### 3 Institution

#### 3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
6.34	6.67	8.85	8.65	5.83

File Description	Document
Upload Supporting Document	<a href="#">View Document</a>

## 4. Quality Indicator Framework(QIF)

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### Criterion 1 - Curricular Aspects

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#### 1.1 Curricular Planning and Implementation

##### 1.1.1

**The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment**

**Response:**

The college takes care to deliver university designed curriculum /syllabus through a very professional and systematic method i.e.Academic Calendar[University and College].In the initial stage a kind of awareness workshop is conducted in respective classes by the teachers to inform and explain the very system of semester pattern.The students are made aware of the step by step methods to study the entire syllabus of the subjects for the sake of final exams.In addition to it they are trained to study related topics which are not included in the university prescribed syllabus .Sometimes the use of audio-video aids are used in explaining some topics in the form of animation pictures and movies based on literary novels,dramas and poetry.The use of social sites and digital tools like facebook,whatsapp,Google Classroom,etc. is done to share and discuss the burning issues related to the curriculum .But the use is limited to the students who have smartphones and upgraded mobiles.The teachers take care to complete the prescribed syllabus within the time framework in a very systematic way.The students are involved in group discussions to share their opinion on different issues .They are made to present paper on selected topics to strengthen their comprehension and writing skills.The students refer to past question papers of the university to know the oft repeated important topics in the exams.The teachers take utmost care to train the students for the exams by assessing them regularly through assignments and oral and written tests.The feedback of the students and teachers is taken into consideration so that proper measures can be taken for the upgradation of teaching and learning process.The college has well equipped library to cater the academic needs of the students.

**Role of IQAC:-**

**IQAC has vigilant eyes on the delivery of the curriculum and execution of activities. In the staff council meeting IQAC puts shortcomings in the teaching –learning process obtained through feedbacks, and the same is reported to the Principal, who looks into the matter, and passes on suggestions/ instructions to the concerned so that the work takes place properly with necessary improvement.For quality culture, IQAC suggested to bring about changes in overall working like implementation of the biometric machines for staff attendance,, the students' attendance registers, stock verification reports and yearly report of activities at the end of the academic session. IQAC gives valuable suggestions for optimum utilisation of the infrastructure and also welcomes suggestions offered by departments/committees/ cells/associations/faculty/stakeholders, and if possible,the principal implements them.**

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1

**Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)**

**Response:** 00

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>

### 1.2.2

***Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years***

**Response:** 0

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>

## 1.3 Curriculum Enrichment

### 1.3.1

***Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum***

**Response:**

The college strictly adheres to the curriculum designed by the university and focuses on the the most important areas related to final examination of various subjects.Apart from the limited university syllabus the teachers with some volunteers create awareness about environment,gender equity,human and moral values,ethics,code of conduct in personal and professional life,The prescribed university syllabus directly and sometimes indirectly include some issues which are relevant in the day to day life of the students.It is very much natural that the teachers and the students discuss such issues at length to make their comprehension more clear and rich.A very special course on environmental studies (mandatory for all second year students according to the regulation of university) is run by the college for the students of second year (SEMESTER-III & IV) to create awareness.The college involves each and every student in the different programmes like debate competition,elocution competition,,etc.to inculcate awareness and values in the students.The various extension programmes like NSS,Department of Lifelong Learning & Extension etc,inculcate the spirit of the students to move forward and upgrade their skills.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

### 1.3.2

**Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)**

**Response:** 0

#### 1.3.2.1 Number of students undertaking project work/field work / internships

Response: 00

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>

## 1.4 Feedback System

### 1.4.1

*Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website*

**Response:** E. Feedback not collected

<b>File Description</b>	<b>Document</b>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1

##### Enrolment percentage

**Response:** 42.6

##### 2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2021-22	2020-21	2019-20	2018-19	2017-18
88	107	115	161	168

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
220	220	300	380	380

#### File Description

#### Document

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

#### 2.1.2

*Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years*

**Response:** 41.33

##### 2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2021-22	2020-21	2019-20	2018-19	2017-18
44	55	57	76	78



**2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
110	110	150	190	190

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**2.2 Student Teacher Ratio****2.2.1**

**Student – Full time Teacher Ratio**  
(Data for the latest completed academic year)

**Response:** 29.44

**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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process**

**Response:**

The college gets feedback basically from the remote and nearby villages of Bhandara District. The students lack the basic skills to cope up with the prescribed university curriculum. So the various academic committees of the college design the methodology of teaching and guiding the students on various levels strictly adhering to the framework of the university prescribed curriculum. The teachers give importance to the lectures but also use various innovative methods of teaching by using latest technology. The use of such method is limited because most of the students do not have personal mobile phones. They use computers in the library in their off time to search the texts and reference material. They download the study material from different digital resources. The teacher encourages and motivates the advanced and slow learners to develop their interest in various activities. The teachers try their best to answer the queries as well as solve the academic problems of the students.

The college has been constantly aiming for building careers and making personalities with the teaching-learning process more student centric. The college provides a dynamic platform to students for learning

spark, advanced and practical knowledge about content by adopting learner-centric pedagogies. Few of them are:- The teaching-learning process was augmented by discussion in the class, group activities, etc. The links of YouTube videos, Powerpoint presentations were provided to students for having 24x7 access for better understanding and advanced information about content. Participatory learning through field visit, field survey helps them to correlate the syllabus with real life. Students were motivated for peer learning through group activities. As per requirement of today's time Virtual platforms like Google meet, Google classroom, Google forms and WhatsApp effectively helps in blended learning and flipped classroom. Virtual platforms are very student centric as they can repetitively go through anytime from anywhere and helps in instantaneously passing on student related topics.

Seminar, quiz, Home assignments were one of the student centric methodologies which develops presentation and writing skills and also presence of mind. Pedagogy such as Poetry recitation competition, E-quiz, Essay competitions, inculcates participatory learning approach. ICT tools and applications are used extensively in teaching-learning and internal assessment processes.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1

**Percentage of full-time teachers against sanctioned posts during the last five years**

**Response:** 65.71

**2.4.1.1 Number of sanctioned posts year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
14	14	14	14	14

File Description	Document
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 2.4.2

***Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)***

**Response:** 100**2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
09	09	09	09	10

File Description	Document
Institution data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**2.5 Evaluation Process and Reforms****2.5.1****Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient****Response:**

As the institution is an affiliated college, it maintains and follows the pattern of internal assessment as prescribed by the university in the respective subjects. Internal assessment carries 20 percent weightage in overall evaluation and 80 per cent weightage is by the university examination. The students are informed well in advance about the schedule of internal assessment. Assignments are given to students to enhance their writing skills and make them habitual of expressing the concepts in writing. Unit tests are taken to assess their understanding of the subjects. Group Discussions are arranged on various topics of current scenario to introduce them with significance of team spirit and togetherness. Practical examinations are also conducted. E-Quiz are also taken to enhance their knowledge. Students are also allocated with various duties on department events to develop in them team spirit and leadership qualities. Study tours are planned as per syllabus. Attendance and punctuality is also taken into consideration. Each department in every semester conducts two unit tests for internal assessment.

The procedure followed for the examination (External and internal) includes-

University level: At Institution level, examination related grievances raised by students are effectively communicated to the University for needful actions. Thereafter the university's response is communicated to the students. Due to technical issues like network problems, if students are not able to appear/submit examination papers online/offline, they are provided another chance to reappear for the same examination. Issue of withheld results is also solved by providing necessary documents. If a student is not satisfied with the evaluation, they may apply for re-evaluation which is considered for students' satisfaction and benefit. College level: Examination committee is constituted to handle the examination

process and issues regarding its evaluation. During the pandemic, for the internal assessment Assignment, some Unit Tests were taken online through Google classroom and preliminary examinations were taken online through Google forms. Evaluation is done by the subject teachers and then students are told about their mistakes and ways for improvement. Personal interactive sessions were conducted with students regarding Continuous Internal Assessment, as per requests. Students can directly contact teachers for any grievances related to internal examination. Students were also given complete support for raising their queries to university when required. Timely all grievances raised by the students were considered and solved at both ends- university as well as college level.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

### 2.6.1

*Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website*

#### **Response:**

The Programme Outcomes (POs) and Course Outcomes (COs) performance oriented approach has been adopted by the University and its affiliated colleges. The Board of Studies at the University Level frames Programme Outcomes (POs) and Course Outcomes (COs) to acquaint the students about the objectives of the programmes and courses. It is displayed on the University website. Similarly the institution has displayed the program outcomes and course outcomes subject-wise on the college website. At the beginning of each semester, every departmental faculty communicates to students about the program outcomes and course outcomes and career opportunities related to them.

The college continuously evaluates the performance of students through various assessment methods as prescribed by the University for measuring attainment of programme outcomes. At the start of the session, the syllabus of the course and its question papers pattern is discussed with students by the subject teacher. Thereafter an internal assessment in the form of unit tests, assignments, and evaluation system is explained to the students to keep Internal assessment transparent. The unit tests are conducted by all departments in between the sessions, and assignments are done before the final university examination. They are assessed according to their overall performance in the particular semester. The evaluation methods for measuring attainment are as follows:

1. Internal Assessment : It is having 20% weightage in overall evaluation of student's performance. Continuous Internal Evaluation of students is done on the basis of performance in— Assignments.

2. University Assessment: It is having 80% weightage in overall evaluation of student's performance. At the end of the session University conducts the Examinations, the result of which depicts the attainment of programme outcomes and course outcomes.

3. Practical assessment: To evaluate students' practical knowledge, practical examinations are conducted within college by external experts appointed by the University. Practical examination consists of written examination and viva.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

## 2.6.2

*Attainment of POs and COs are evaluated.*

**Explain with evidence in a maximum of 500 words**

**Response:**

The Programme Outcomes (POs) and Course Outcomes (COs) performance oriented approach has been adopted by the University and its affiliated colleges. The Board of Studies at the University Level frames Programme Outcomes (POs) and Course Outcomes (COs) to acquaint the students about the objectives of the programmes and courses. It is displayed on the University website. Similarly the institution has displayed the program outcomes and course outcomes subject-wise on the college website. At the beginning of each semester, every departmental faculty communicates to students about the program outcomes and course outcomes and career opportunities related to them.

The college continuously evaluates the performance of students through various assessment methods as prescribed by the University for measuring attainment of programme outcomes. At the start of the session, the syllabus of the course and its question papers pattern is discussed with students by the subject teacher. Thereafter an internal assessment in the form of unit tests, assignments, and evaluation system is explained to the students to keep Internal assessment transparent. The unit tests are conducted by all departments in between the sessions, and assignments are done before the final university examination. They are assessed according to their overall performance in the particular semester. The evaluation methods for measuring attainment are as follows:

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2. University Assessment: It is having 80% weightage in overall evaluation of student's performance. At the end of the session University conducts the Examinations, the result of which depicts the attainment of programme outcomes and course outcomes.

3. Practical assessment: To evaluate students' practical knowledge, practical examinations are conducted within college by external experts appointed by the University. Practical examination consists of written examination and viva.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

### 2.6.3

#### Pass percentage of Students during last five years (excluding backlog students)

**Response:** 77.43

#### 2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
104	95	60	58	50

#### 2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
112	104	60	101	97

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1

#### Online student satisfaction survey regarding teaching learning process

**Response:** 3.53

File Description	Document
Upload database of all students on roll as per data template	<a href="#">View Document</a>



## Criterion 3 - 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 last five years (INR in Lakhs)*

**Response:** 0

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

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

**File Description**

**Document**

Institutional data in the prescribed format

[View Document](#)

### 3.2 Innovation Ecosystem

#### 3.2.1

**Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident**

**Response:**

The college has very positively created a mechanism to evolve and implement innovative /creative ideas for the overall development of the college through offline/online events .

A One Day National e-workshop on BASICS OF INTELLECTUAL PROPERTY RIGHTS [IPR] AND PLAGIARISM IN ACADEMICS was organised successfully on 28-08-2020.Two Days National Music e-workshop on GURUKUL SANGEET SHIKSHA PADDHATI,SHALA SHIKSHA PADDHATI TATHA ONLINE SANGEET SHIKSHA PADDHATI :BADALTI DHARAYE was organised successfully on 28-29 July,2020.

The Literary Club and Digital Revolution Group ,under the aegis of the Department of English ,organised several offline/online events to promote language and literature:learning latest digital tools,cyber security awareness programmes,etc.NATIONAL VIRTUAL WORKSHOP ON MOBILE PHONE SECURITY was organised on 26th April,2022.An event was organised to celebrate WORLD POETRY DAY [RABINDRANATH TAGORE] on 21st March,2022.In addition to it the Literary Club



organises e-quiz on great writers on their birth anniversaries .

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

### 3.2.2

*Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years*

**Response: 2**

**3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
00	02	00	00	00

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 3.3 Research Publications and Awards

### 3.3.1

**Number of research papers published per teacher in the Journals notified on UGC care list during the last five years**

**Response: 2.09**

**3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
03	05	06	06	03

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 3.3.2

#### Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

**Response:** 3.36

#### 3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
18	13	04	00	02

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 3.4 Extension Activities

### 3.4.1

#### Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

**Response:**

The teachers through various formal and informal interactions motivates the students to participate in extension activities like NSS, Department of Lifelong Learning & Extension [The Adult Education and Extension Centre], students groups, etc. The programmes focus on the local, national and international social issues related to lifestyle, health, education, personality development, social and political awareness, human rights, technological innovations, national integration, nature conservation, plantation drive, disaster management, gender sensitization, Beti Padhao, Beti bachao (Girl education), Swachh Bharat mission, women empowerment, educational access and support, anti-superstition activities, Environment-Tree plantation, etc. The teachers and students participate in all the activities to create positive and holistic development in the neighbourhood community.

<b>File Description</b>	<b>Document</b>
Provide Link for Additional information	<a href="#">View Document</a>

**3.4.2**

**Awards and recognitions received for extension activities from government / government recognised bodies**

**Response:**

NIL

<b>File Description</b>	<b>Document</b>
Provide Link for Additional information	<a href="#">View Document</a>

**3.4.3**

*Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.*

**Response:** 7

**3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	2	3	2

<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**3.5 Collaboration**

**3.5.1**

*Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.*

**Response:** 00

<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

#### 4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

#### Response:

The college has basic and adequate facilities to facilitate the process of teaching-learning. The campus of the college is quite large to accommodate the college building, parking space for students and teachers, playground, and serves as extra space for outdoor activities like social gatherings, Annual day celebrations, sports activities, yoga, etc. The college has very green and eco-friendly campus. There are innumerable trees, plants, and the presence of birds in the campus. The college takes special care to conserve greenery of the campus. The teachers and students take active participation to save environment, plantation, cleanliness of the campus, waste/garbage management, etc. The entire building has basic digital infrastructure—the classrooms, seminar hall, laboratories, library, common room, staff-room. The college has inverters to cope up with the frequent power cuts. The college has excellent teaching faculty to cater the academic demands of the students.

The college has basic facilities for sports, games, gymnasium, yoga, etc. for the students, teaching and non-teaching members. The playground caters the sports activities, cultural programmes, celebrations related to Annual Day, etc. The gymnasium is well-equipped with modern machines to make the students physically fit and healthy. There is one full time director of physical education to guide the students. Sometimes the students are guided by special trainers to participate in different sports competitions on different levels.

#### Physical Facilities :- Gymnasium and ground

1. The College ground and Gymnasium are optimally used by students.
2. Gymnasium has free access for students and staff members.
3. Physical Director maintains physical facilities.

#### 4. Academic Facilities :- Utilisation and Maintenance of Laboratories

1. The laboratories are optimally utilised following the college time table.
2. The stock register is maintained and periodically updated.
3. Class Wise laboratory schedules are followed as per the time table.

2.HoDs and faculty members maintain computers and accessories allotted to them in consultation with the principal.

3.Demands for purchasing are processed by the principal's office.

4.Yearly stock book is maintained and dead stock is verified at the end and the same is reported to the principal's office.

#### **Academic facilities :- Utilisation and Maintenance of Class rooms**

1.Well ventilated and furnished classrooms are provided as per the students' strength.

2.Theory classes are engaged when there are no laboratory periods.

3.Teaching is regularly monitored by the faculty in charge.

4.The faculty in charge instructs the peons and regularly looks after the maintenance of class rooms.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

#### **4.1.2**

*Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years*

**Response:** 3.3

**4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
0.18	0.49	0.09	0.20	0.24

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

### 4.2.1

*Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students*

#### Response:

The library of the college has the basic facilities to cater the academic demands of the students. The teachers and Librarian of the college help and guide the students to access books and study material relevant to the university prescribed syllabus. The students and teachers use e - resources through INFLIBNET. Some computers are installed in the library for the teachers and the students. The library of the college is in developing stage which caters the basic needs of the students.

The college library has an adequate number of books, magazines, journals, etc. to cater the academic needs of the students. In addition to it there are many collections of encyclopaedias, dictionaries, books on general knowledge, etc. for upgrading and updating the information and knowledge of the students and teachers.

#### Academic Facility :- Utilisation and Maintenance of the library

1. Library facilities are available to students with a library card that is issued after 15 days of admission.
2. Students can borrow only two (02) books at a time on a library card.
3. Fine is imposed, if students fail to return the book in the stipulated period.
4. Students and staff members may browse online journals, e-books, e-study material through INFLIBNET.
5. The college library facilities (lending and reading room) are available on working days.
6. During examinations, college library facilities (lending and reading rooms) are open .
7. The purchase of reference books, textbooks and other related reading material is done on recommendation of the HoDs and teachers.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

### 4.3 IT Infrastructure

#### 4.3.1

**Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection**

*Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words*

**Response:**

The institution has basic IT facilities. Considering the need of the students, teaching and supporting staff, the institution makes provision in the budget for IT facilities and Annual Maintenance Contract at the very beginning of every academic year. Three classrooms and laboratories are well equipped with essential facilities like computers, wifi, and all necessary softwares. The college has 09 computers and 4 laptops with access to the internet. The free Wi-Fi facility is provided in the campus for all stakeholders. The office is well equipped with ERP, LMS, softwares etc. The library has softwares installed on computers for all stakeholders. These IT facilities are updated as per the requirement.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

#### 4.3.2

**Student – Computer ratio (Data for the latest completed academic year)**

**Response:** 44.17

**4.3.2.1 Number of computers available for students usage during the latest completed academic year:**

**Response:** 06

File Description	Document
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>



## 4.4 Maintenance of Campus Infrastructure

### 4.4.1

*Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)*

**Response:** 57.43

**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
3.39	3.59	6.32	4.87	2.70

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1

*Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years*

**Response:** 76.22

**5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
210	259	266	351	331

#### File Description

#### Document

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

#### 5.1.2

*Following capacity development and skills enhancement activities are organised for improving students' capability*

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

**Response:** B. 3 of the above

#### File Description

#### Document

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

#### 5.1.3

**Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years****Response:** 10.17**5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
96	00	80	13	00

**File Description****Document**

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)**5.1.4**

*The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases*

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

**Response:** C. 2 of the above**File Description****Document**

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)**5.2 Student Progression****5.2.1**

**Percentage of placement of outgoing students and students progressing to higher education during the last five years**

**Response:** 4.36**5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	06	10

#### 5.2.1.2 Number of outgoing students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
104	95	60	58	50

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

#### 5.2.2

*Percentage of students qualifying in state/national/ international level examinations during the last five years*

**Response:** 0.28

#### 5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	01	00	00

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 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 last five years**

**Response: 5**

**5.3.1.1 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 wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
01	00	00	04	00

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 5.3.2

**Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)**

**Response: 3.2**

**5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
04	01	05	04	02

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 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**

**Response:**

The college has not done formal registration of the Alumni Association .But the alumni are invited in some important events organised by the college.

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1

*The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.*

#### **Response:**

The college runs under the auspices of the Gondia Education Society, Gondia (GES). The vision of the Gondia Education Society, Gondia is to promote education by establishing and conducting institutions for the development of personality of the individual in all its aspects –physical, intellectual and moral, and thereby, making her a useful member of society.

**Vision-Our Vision is to develop the institute into a reputed brand name for excellence in academics and empower women with higher learning and research capabilities through dynamic and value based education for global competency and strength of character and to take education to the doorsteps of the downtrodden and economically backward people of Eastern Vidarbha.**

**Mission-The Mission of the institution is to foster higher education in women and thereby enlighten and empower them.**

To transform the vision into mission, we are pledged to serve the marginalised people of the area. As far as the effective leadership being in tune with the vision and mission of the institute is concerned, the college CDC takes care of planning, sanctioning, monitoring and evaluating academic and administrative wings' working. Major decisions like sanctioning of budget, appointment of Clock Hour Basis teachers, implementation and evaluation of teaching learning process are taken by CDC. The head of the institution plays the major role in executing the decision taken by the CDC, with the help of IQAC of the college.

The college transformed the vision into the mission through Perspective plan: Long term development to be implemented in the form of Future plan of the college.

b) Academic Quality: To achieve academic excellence, the college puts in the assessment process which ensures the enhancement in quality of academics.

c) Students' Participation: Emphasis has been laid on the student centric approaches by involving more and more students in day to day activities of the college.

d) Implementation of Government Schemes: GOI scholarships, State Govt Scholarship, Free ship, individual insurances are in practice for the welfare of the students.

e) Research output: Teachers have shown their excellence in research persistently by publishing many research papers and completing research projects.

g) Organising co-curricular and extracurricular Activities: Round the year students are exposed to co-curricular and extracurricular activities.

Our college believes in participation of every individual .Decentralisation is to respect individual involvement and participation in the decision making process and its systematic implementation.All decisions: financial, administrative and academic are discussed with the staff members and finalised by the CDC. After receiving the affirmative nod from the CDC, the decision is implemented.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1

*The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc*

#### Response:

The Society and the institute was founded with a noble mission and vision.The staff members are aware of the sublime motives of the Society and the college. The activities, plans and policies implemented in the institution centre around the vision and mission of the college. The Management, the Head of the institution and senior staff members guide all the stakeholders. All activities, plans and policies of the institution are crystal clear, and are communicated and deployed at all levels so that all stakeholders contribute to the overall development of the institution to the true level of their potential.

College executed partial digitalization of administration at many levels:

Admission : After collecting and analysing the applications for admission, the eligible candidates fulfilling the criteria and stipulated conditions are given admission.

Fees Records : Fees records and disbursement of scholarship is maintained using a computer.

Maintenance of Accounts: The entire Accounts Section of the office is fully computerised, and so is the case with the system of finance management. The finance is managed by the software from Master Software Pvt. Ltd.



Examination : The affiliating university accepts examination forms online and hall tickets are distributed online.

Library : The library has a very good Broadband Internet facility with sufficient nodes to be put into use. The faculty, along with the students, have free access to the facility. ICT materials have become an inevitable part of teaching-learning in the modern age. The library is partially computerised, having facilities of accession, lending and locating books and journals using computers. With the software INFLIBNET, users may have access to e-journals and ebooks.

Biometric Attendance : Apart from conventional attendance records like muster rolls, working hours of teaching and non-teaching staff is monitored through a biometric attendance system. The college has 01 broadband Internet connection.

Website : The college website [www.rmpatelcollege.com](http://www.rmpatelcollege.com) provides administrative access to all the departments. Information regarding notices, announcements, achievements, etc. is regularly updated on the website.

**2. Recruitment:**

All the regular appointments are made by the Society, following stipulated procedural norms. However, the requirement based on the workload, which somewhat fluctuates every year, is communicated to the Society, following which the Society makes temporary arrangements by recruiting the qualified visiting [CHB] staff.

**3. Promotional Policies:**

The institution follows rules and regulations laid down by the UGC, Maharashtra state and the affiliating university regarding promotions in the service of staff.

**4. Institutional Strategic / Perspective / development Plan:**

The College is affiliated to the R.T.M. Nagpur University, Nagpur. . . From 2016 onwards the admission process in affiliated colleges is online. Website of the college gives the details about the Admission Procedure . During the admission process helpdesk and counselling process is initiated. Support and counselling tables during the admission is focused and clarity in understanding the online process and schedules is the first set up made each year. Constant Communication via messages, notices on the student's corner is also done very actively with clarity.

The important information displayed on the Website is: Information Brochure , Admission Committee , Contact list , Admission Notices, etc. .

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

**6.2.2**

*Institution implements e-governance in its operations*

- 1.Administration**
- 2.Finance and Accounts**
- 3.Student Admission and Support**
- 4.Examination**

**Response:** A. All of the above

File Description	Document
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**6.3 Faculty Empowerment Strategies****6.3.1**

**The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression**

**Response:**

WELFARE MEASURES:

1. Maternity leave for female faculty members.
2. DCPS for newly appointed staff members.
3. Teacher welfare funds are available at affiliating university for teachers.
4. Pension/GPF /Gratuity facility is available for staff members.
5. Medical reimbursement from the state government is in practice in the college.
- 6.Leaves

The Management meets the Head of the Institution at the beginning of the academic session. During this meeting the Management verifies all the requirements regarding the equipment and other infrastructure needed for them. Even the requirements of the Library and Department Of Physical Education are also examined in this, and necessary nod is given to the allocation of finances for genuine needs. Any discussion with regard to organising conferences, seminars or workshops are also held in the same meeting. The Management thoroughly examines the various plans worked out by the staff, and accords

approval to it.

The members of management also participate in the Annual Social Gatherings.

API: Appraisal Performance Indicator (API) is the format suggested by the UGC to be filled in annually for overall evaluation and performance of the teaching staff members. After receiving API from the staff member, the college API screening committee scrutinises the form and submits them to the head of the institution with remarks.

Confidential Reports: For Teaching staff members there is no such a provision as confidential report, however, the head of the institution puts the opinion /remarks on his/her conduct/ performance at the time of placement of the respective staff members and also does the same while forwarding APIs. For non teaching staff members a confidential report is prepared by the head of the institution for the last five years at the time of their promotions.

Teaching: The staff council honours staff for their achievements and felicitates the retired staff in the farewell programs. Casual Leaves are availed by the staff as per the University norms. Duty leaves are approved for attending University meetings and presenting papers in various

Orientation/Refresher/Seminar/Workshops/Training Programs as per the Government rules. Maternity leave is availed as per University norms.

Medical expenses reimbursements are also availed by faculty as per the University norms.

Retirement benefits, Pension, GPF, CPF, Gratuity and NPS are given as per the University norms. Infrastructural Support facilities are provided as staff cafeteria, Grievance redressal cell, parking facility, clean drinking water facility, ICT facilities like staff personal computers and laptops, Wi-Fi facility, Research Innovation Center etc.

Non -Teaching: E.L., Casual leave, Duty leaves and Half day leave is availed by non-teaching staff as per the University norms. Maternity leave is availed as per University norms by female non- teaching staff as per the University norms. Medical leave benefits are also availed by non- teaching staff as per the University norms.

Infrastructural Support facilities are provided as staff cafeteria, Grievance redressal cell, parking facility, clean drinking water facility, ICT facilities like staff personal computers and laptops, Wi-Fi facility etc

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

**6.3.2**

**Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years**

**Response:** 19.57

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

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	09	00	00

**File Description****Document**

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

**6.3.3**

***Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years***

**Response:** 46.48

**6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
11	11	11	00	00

**6.3.3.2 Number of non-teaching staff year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
05	05	05	05	05

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1

**Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)**

#### Response:

The annual income and expenditure statements are regularly subjected to an internal audit and three types of external audits: The internal audit, by an auditor (a Chartered Accountant) appointed by the Gondia Education Society, Gondia, and External audits, by the Office of the Joint Director, Higher Education, then by the Senior Auditor, Govt. of Maharashtra and finally, by the office of the Regional Auditor General, Nagpur. In both the cases, the statements are examined pin point.

The college CDC discusses and plans strategies for the generation of resources and optimal utilisation of generated resources.

Institutional strategies for generation of Funds : The college generates substantial funds from fees. During admission, the funds are collected through admission fees from grants – in- aided courses from students as tuition fees. While collecting fees the college sticks to the rules and regulations framed by the university and state government.

Funding Agencies :- The college Research Cell encourages and helps teachers to apply for financial aid by submitting research projects to UGC, New Delhi.

University Grants Commission:- The college shall apply to UGC for various development grants including grants for equipment, books, etc.

Maintenance and Auditing of Accounts :- All the grants received under different heads are maintained separately in the form of Statement Accounts and audited by the internal auditor appointed by the college governing body, GES.

Purchase :- The college Purchase Committee follows the norms and procedure laid down by the university regarding the purchase of items, requirements in the laboratories, items for sports department and upgrading infrastructure. The college Purchase Committee maintains transparency, quality and cost feasibility while purchasing.

Repair and Maintenance :- The college infrastructure's day to day repairing and maintenance is done as per the existing policies.

Library :- The upgrading of the library and addition of text books take place considering need and changes in the curriculum.

Organization of Activities :- All conveners/ incharges of committees place a budget for the activities to be carried out throughout the session and get it sanctioned by CDC and then head of the institution release grants for organising activities.

Utilisation of Funds and Submission of Utilisation Certificate :- The college accounts section verifies the sanctioned funds and its expenditure and after auditing, the audited statement of Accounts and Utilisation Certificates are submitted to the funding agency for final settlement of accounts.

Transparency in finance : The college finance section invites requirements from all departments through HoDs. Based on the requirement, the college plans the activities of the various departments and submits them for budgetary provision to the CDC for recommendation and sanction. Once the recommendation and sanctions are obtained from the CDC, the respective proposals are forwarded to the Purchasing Committee for purchasing. A set of purchasing procedures is followed. All the purchases are to be made within the financial limits sanctioned by the CDC.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

## 6.5 Internal Quality Assurance System

### 6.5.1

**Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities**

#### Response:

The IQAC of the college enhances quality working in academics and administration of the college. There are the college academic calendars, trouble-free admission process, timely updating of the college website, display of timetables, implementation of the best practices, creating research ambience, organising co-curricular and extracurricular activities, etc.

IQAC constantly reviews the strategies and processes for institutionalising the quality. It has been striving hard to improve the quality culture by channelized efforts towards promoting overall performance. The two initiatives are as follow:

Practice 1: Teaching-learning and Evaluation through online mode .

As per one of the instructions of the government, due to the pandemic, the institution used online teaching mode. The IQAC emphasised promoting the use of online platforms for teaching. The online platforms used by the teachers for conduction of online classes were like- G-meet, Zoom, YouTube, etc. As a result, the syllabus was completed and students became ready for the exam.

#### Practice 2: Conduction of online and offline activities

Due to strict rules laid by the Government of India regarding social distancing, the institution conducted various activities through virtual platforms. The IQAC has brought a change in the institution by organising various programs like: A One Day National-workshop on BASICS OF INTELLECTUAL PROPERTY RIGHTS [IPR] AND PLAGIARISM IN ACADEMICS was organised successfully on 28-08-2020. Two Days National Music e-workshop on GURUKUL SANGEET SHIKSHA PADDHATI, SHALA SHIKSHA PADDHATI TATHA ONLINE SANGEET SHIKSHA PADDHATI :BADALTI DHARAYE was organised successfully on 28-29 July, 2020. The Literary Club and Digital Revolution Group, under the aegis of the Department of English, organised several offline/online events.

Review of Teaching Learning Process: The teaching learning process is implemented through a well set system namely, College Academic Calendar and Time Table. Any shortcoming or deviation in this system is brought to the notice of the individual teacher and Head of the department, orally and immediately, corrections are made, if needed. To make the teaching learning process more friendly and effective, IQAC emphasises the use of modern methodologies like computer assisted teaching (CAT), use of PPT, interactive teaching and many others which are preferred by the students for precise comprehension, in addition to conventional blackboard teaching method.

The college was subjected to the first cycle of accreditation in 2004.

The college IQAC has incrementally implemented many possible quality enhancement issues recommended by the PEER team in its report. IQAC tried to enhance the quality of overall working of the college. IQAC reviewed the functioning of the academic and administrative units of the college through regular meetings with committee conveners, HoDs, and administrative staff.

The Following are some prominent features of IQAC :

Well planned college academic calendar for the execution of curricular, co-curricular and extracurricular activities.

Submission of AQARs.

Verification of Staff Self Appraisal forms.

Feedback collection [Teacher] through respective committees

Implementation of the best practices for students' welfare

Organising Annual Cultural and Sports Meet every year.

.Introduction of Computer Assisted Learning (CAL) process.

Introduction of decentralisation policy.

Organisation of workshops on quality issues.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

## 6.5.2

**Quality assurance initiatives of the institution include:**

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

**Response:** D. Any 1 of the above

File Description	Document
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>
Link to Minute of IQAC meetings, hosted on HEI website	<a href="#">View Document</a>



## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1

**Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.**

*Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words*

#### **Response:**

The institution has established various committees for the safety and security of the girl students. Sexual Harassment Committee, Internal Complaint Committee, and AntiRagging Committee. The female students are also counselled by their mentors.

Institution shows gender sensitivity in providing facilities such as:

#### 1. Safety and Security-

**Compound Wall:-** The college premises is guarded by a full compound wall from all four sides leaving the college entry gates. The gates are under CCTV coverage.

The college premise has 05 cameras fitted at different vital locations and footage is monitored by the principal's office. The footage backup is available for 15 days.

**Security staff:-** The college campus is watched by the vigilant security staff employed on a permanent basis round the clock (24 x 7). The security staff ensures safety of girl students on the first as well as ground floor during college hours. The college administration allots duties at night to the male staff by rotation system. The teaching staff members keep vigilant watch on students' behaviour/movement on the college campus. Undisciplined activities are properly handled by the disciplinary committee; if needed the matter is referred to the head of the institution for disciplinary action. No case of serious nature has been registered so far.

**College committees:** Different committees have been constituted to take care of students' welfare on the college premises. The members of the Discipline committee maintain discipline by taking rounds on both floors. Students' grievances are resolved by the principal taking into account the committee's remarks. A number of programmes on gender sensitization are organised by the committee.

3. **Common Room:** The College has provided a separate common room with a lavatory for girl students.

Keeping in mind the vision of the Society and the college and overall development of the students, the college has taken initiatives to inculcate the national values, human values, truthfulness, ethics and good moral habits among students and staff members. On the occasion, the head of the institution also addresses the staff members, students and people, through which she appeals to the audience to work for justice, liberty, equality, fraternity, unity and integrity of the nation, thereby, to secure sovereignty and

socialistic, secular, democratic and republic structure of India.

The college celebrated remarkable days round the year, to name a few, Teachers' Day (5th Sept.), International Women's Day (8th March), International Yoga Day (21st June), World Literacy Day (24th Sept.), Constitution Day ( 26th Nov.), Rashtra Bhasha Hindi Diwas (14th Sept.), etc. On these days inspiring programmes for students are organised.

The college also remembers the great personalities of India- Mahatma Gandhi, Dr. B.R. Ambedkar, Dr. A. P. J. Abdul Kalam, Mahatma Jyotiba Fule, Savitribai Fule, etc. by celebrating their birth/ death anniversaries.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

### 7.1.2

**The Institution has facilities and initiatives for**

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

**Response:** C. 2 of the above

File Description	Document
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 7.1.3

**Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following**

1. Green audit / Environment audit
2. Energy audit
3. Clean and green campus initiatives
4. Beyond the campus environmental promotion activities

**Response:** C. Any 2 of the above

File Description	Document
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**7.1.4**

**Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)**

**Response:**

The institution has a rich heritage of tolerance and harmony towards cultural, regional, linguistic, communal socio-economic, and other diversities right from its establishment. The admitted girl students in the institution are local; belong to nearby villages having an agricultural background. Notably, most of the students belong to backward categories. The institution regularly organises a variety of cultural activities for inculcating the values of tolerance, harmony towards cultural diversities in the region. Birth anniversaries of great national heroes and national festivals are observed to inspire the students. The NSS unit organised various programmes to spread awareness among the students.

The institution strives hard to develop the students' overall personality by organising various activities to cultivate values, rights, duties and responsibilities of citizens like International Yoga Day (21st June) Constitution Day (26th November) Majhi Vasundhara Abhiyan- An Environment Awareness Programme Tree Plantation, Electoral Literacy camp, Sadbhawna Diwas, etc.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

**7.2 Best Practices****7.2.1**

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

**Response:**

**1. Title of the Practice : Training students of Music department to participate in programmes and competitions**

## 2.Objectives:

- 1.To equip students with the latest skills in the field of music.
2. Students seeking education in non professional courses such as Arts should have placement opportunities in the field of music and entertainment.
3. To provide a platform to the rural students.
- 4.To build self confidence and self esteem.

The institution is situated in a rural area and offers non professional programs. Majority of students come from poor and deprived backgrounds. Getting a degree is primarily believed to be a guarantee of earning. Lack of awareness towards career opportunities is a big challenge. Poor academic background is yet another challenge and obstacle in securing jobs. Students look at the institution as a primary source that can open up doors to opportunities with a strong belief. Consequently the institution must come up with a formalism that would pave the way to student placements. Rural students in general have interest and great talent in music. So the institution has been training the students since the establishment of the department.

## **2. Best practice: Title of the Practice : Physical Training for Entry in Defence and Police Services**

Objectives : Students seeking education in non professional courses such as B.A.[Humanities]should have placement opportunities. So the Department Of Physical Education is very active to train and promote the students for building their career in the various fields of life so that they can serve the organisations related to national cause,internal and external security.

- \*To provide a platform to the rural students.
- \*To induce habits of physical fitness.
- \* To ensure Gender Equality.
- \*To build self confidence and self esteem.
- \*Optimum use of on campus physical facilities.

The Context : The institution is situated in a rural area and offers non professional programs. Majority of students come from poor and deprived backgrounds. Getting a degree is primarily believed to be a guarantee of earning. Lack of awareness towards career opportunities is a big challenge. Poor academic background is yet another challenge and obstacle in securing jobs. Our nation is facing internal as well as external threats. Students look at the institution as a primary source that can open up doors to opportunities with a strong belief. Today's situation is far beyond the word competition. Consequently the institution must come up with a formalism that would pave the way to student placements. Rural students , in general, have good physical fitness. Hence the institution has been continuing this practice since the last 15 years. Selection of students in security forces would definitely serve the National cause and ensure Gender Equity as well.

4. The Practice : The Physical Training given includes: Running (Short and Sprint), Shot put, Long Jump, Pull Ups including walking in place of pull ups for women students. These are the main components during selection trials. Supplementary Exercise as warm up : Shuttle run, sprints, hurdles run, deeps, stepping, skipping and Surya Namaskars. In addition these students also avail the Gym facility.

Available Physical Facilities: The ground, the skipping ropes, shot put, hurdles, time watches, measurement tapes and other allied material.

Role of Physical Education Director: The Director trains, Monitors and organises practice sessions of the students. Being in charge of the Department, he looks after the requirements and provision of appropriate facilities. He plans the training sessions in the morning as well as evening hours so that routine of college activity does not suffer. The two sessions provide flexibility to participate as per the convenience of the aspirants.

Information of Selection Trials: The department keeps a track of selection trials at local,university,regional, state and national levels and informs the students of the same.

Constraints/Limitations: The Department has a single faculty that puts a limitation to all activities in which students can participate.

**BEST PRACTICE-3 ENTERPRENUERSHIP**

**1.SELF EMPLOYMENT**

2.The Department of Home-Economics organisez various workshops to train the students in skills related to employment.The objective of the best practice is to upgrade employable skills of the rural students.

3.The students belong to rural areas and are least aware of employment skills.

4.Workshops like Flower Arrangement,Bouquet Designing,Embroidery,Making juices,Pickles,Block printing,Screen printing,Jewellery designing,etc. 5.The workshops were conducted successfully by the teachers of the department.The guest faculty guided the students in an excellent way. 6.Every workshop poses challenges because of the limited resources and infrastructure in the college.

File Description	Document
Best practices as hosted on the Institutional website	<a href="#">View Document</a>

**7.3 Institutional Distinctiveness**

**7.3.1**

**Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words****Response:**

Quality education along with student welfare has been the key word since inception of the institution. The educationally and economically deprived girls are the main beneficiary of the institution. To achieve this target several activities need to be carried out and the newly entering student has to be assured of all benefits of such activities. It is therefore quite in line to detail about all activities, facilities and processes available for the betterment of the student. Fresher's Welcome is a major initiative introduced and institutionalised by the college. At the beginning of the session, first year students of Arts take up this programme. The Institutional Vision Statement envisages Upliftment and Progress of Educationally and Economically Deprived students through Internal and External Evaluation, Promotion and Sustenance Initiatives. Fresher's Welcome was introduced in the session 2010-11. It addresses the needs of the new students in tune with their personalities. They are also made aware of ICT tools. The online /offline activities and events of all departments, NSS, Sports and Library contributes to overall development of the students.

File Description	Document
Appropriate web in the Institutional website	<a href="#">View Document</a>

## 5. CONCLUSION

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### **Additional Information :**

NIL

### **Concluding Remarks :**

The institution is committed to bring positive change in the student's life by all round development. The institution is trying its best to update their skills by innumerable activities. The Management, Administration, Teaching and Non-Teaching staff is working efficiently with limited resources for the betterment of the women students of remote rural areas.

## 6. ANNEXURE

### 1. Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																																								
1.4.1	<p><b><i>Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website</i></b></p> <p>Answer before DVV Verification : D. Feedback collected            Answer After DVV Verification: E. Feedback not collected            Remark : As per clarification received from HEI, DVV input is recommended.</p>																																								
2.1.1	<p><b>Enrolment percentage</b></p> <p><b>2.1.1.1. Number of seats filled year wise during last five years (Only first year admissions to be considered)</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>265</td> <td>320</td> <td>336</td> <td>461</td> <td>477</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>88</td> <td>107</td> <td>115</td> <td>161</td> <td>168</td> </tr> </tbody> </table> <p><b>2.1.1.2. Number of sanctioned seats year wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>660</td> <td>660</td> <td>820</td> <td>980</td> <td>980</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>220</td> <td>220</td> <td>300</td> <td>380</td> <td>380</td> </tr> </tbody> </table> <p>Remark : As per clarification received from HEI, DVV input is recommended.</p>	2021-22	2020-21	2019-20	2018-19	2017-18	265	320	336	461	477	2021-22	2020-21	2019-20	2018-19	2017-18	88	107	115	161	168	2021-22	2020-21	2019-20	2018-19	2017-18	660	660	820	980	980	2021-22	2020-21	2019-20	2018-19	2017-18	220	220	300	380	380
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2.1.2	<p><b><i>Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years</i></b></p> <p><b>2.1.2.1. Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18																																			
2021-22	2020-21	2019-20	2018-19	2017-18																																					



262	313	326	446	463
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Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
44	55	57	76	78

**2.1.2.2. Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
330	330	410	490	490

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
110	110	150	190	190

Remark : As per clarification received from HEI, DVV input is recommended.

**2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)**

**2.4.2.1. Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
11	11	11	11	12

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
09	09	09	09	10

Remark : As per clarification received from HEI, DVV input is recommended.

**3.2.2 Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years**

**3.2.2.1. Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
---------	---------	---------	---------	---------

00	02	00	00	00
----	----	----	----	----

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
00	02	00	00	00

3.3.1 **Number of research papers published per teacher in the Journals notified on UGC care list during the last five years**

3.3.1.1. **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
20	23	20	08	06

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
03	05	06	06	03

Remark : As per clarification received from HEI, DVV input is recommended.

3.3.2 **Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**

3.3.2.1. **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
18	14	04	01	05

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
18	13	04	00	02

Remark : As per clarification received from HEI, DVV input is recommended.

3.4.3 **Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.**

3.4.3.1. **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year**

**wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
18	10	16	16	11

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	2	3	2

Remark : As per clarification received from HEI, DVV input is recommended.

3.5.1 ***Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.***

Answer before DVV Verification :

Answer After DVV Verification :00

Remark : As per clarification received from HEI, DVV input is recommended.

4.1.2 ***Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years***

**4.1.2.1. Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
18000	49415	8662	20100	20942

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
0.18	0.49	0.09	0.20	0.24

Remark : As per clarification received from HEI, DVV input is recommended.

4.4.1 ***Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)***

**4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18

339844	359690	632905	487522	270086
--------	--------	--------	--------	--------

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
3.39	3.59	6.32	4.87	2.70

Remark : As per clarification received from HEI, DVV input is recommended.

5.1.4

***The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases***

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: C. 2 of the above

Remark : As per clarification received from HEI, DVV input is recommended.

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 last five years**

**5.3.1.1. 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 wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
01	00	00	03	00

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
01	00	00	04	00

5.3.2

**Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)**

**5.3.2.1. Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18

06	01	05	04	03
----	----	----	----	----

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
04	01	05	04	02

Remark : As per clarification received from HEI, DVV input is recommended.

**6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years**

**6.3.2.1. Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	11	00	00

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	09	00	00

Remark : As per clarification received from HEI, DVV input is recommended.

**6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

**6.3.3.1. Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
11	11	11	00	00

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
11	11	11	00	00

**6.3.3.2. Number of non-teaching staff year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
---------	---------	---------	---------	---------

03	03	03	00	00
----	----	----	----	----

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
05	05	05	05	05

Remark : As per clarification received from HEI, the number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years only to be considered in this metric, thus DVV input is recommended accordingly.

#### 7.1.2 The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Answer before DVV Verification : A. 4 or All of the above

Answer After DVV Verification: C. 2 of the above

Remark : As per clarification received from HEI, DVV input is recommended.

#### 7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: C. Any 2 of the above

Remark : As per clarification received from HEI, DVV input is recommended.

## 2.Extended Profile Deviations

ID	Extended Questions										
1.2	<p><b>Number of teaching staff / full time teachers year wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <tr> <td>2021-22</td> <td>2020-21</td> <td>2019-20</td> <td>2018-19</td> <td>2017-18</td> </tr> <tr> <td>11</td> <td>11</td> <td>11</td> <td>11</td> <td>12</td> </tr> </table> <p>Answer After DVV Verification:</p>	2021-22	2020-21	2019-20	2018-19	2017-18	11	11	11	11	12
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11	11	11	11	12							

2021-22	2020-21	2019-20	2018-19	2017-18
09	09	09	09	10

2.1 **Expenditure excluding salary component year wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
634929	667008	885664	865909	583534

Answer After DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
6.34	6.67	8.85	8.65	5.83