



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	<b>DR. M.K UMATHE ARTS AND RAMCHANDRA MOKHARE COMMERCE COLLEGE</b>
Name of the head of the Institution	<b>Dr. D. V. Naik</b>
Designation	<b>Principal</b>
Does the Institution function from own campus	<b>Yes</b>
Phone no/Alternate Phone no.	<b>07122227062</b>
Mobile no.	<b>9860228136</b>
Registered Email	<b>mku_rmc@yahoo.co.in</b>
Alternate Email	<b>mkuiqac@gmail.com</b>
Address	<b>Lokseva nagar, near Bhamti Nagpur</b>
City/Town	<b>Nagpur</b>
State/UT	<b>Maharashtra</b>

Pincode	440022				
<b>2. Institutional Status</b>					
Affiliated / Constituent	Affiliated				
Type of Institution	Co-education				
Location	Urban				
Financial Status	Self financed and grant-in-aid				
Name of the IQAC co-ordinator/Director	Dr. Sameer Naim				
Phone no/Alternate Phone no.	07122227062				
Mobile no.	9860228136				
Registered Email	mku_rmc@yahoo.co.in				
Alternate Email	sameernaim01@gmail.com				
<b>3. Website Address</b>					
Web-link of the AQAR: (Previous Academic Year)	<a href="https://umathecollege.org/">https://umathecollege.org/</a>				
<b>4. Whether Academic Calendar prepared during the year</b>	Yes				
if yes, whether it is uploaded in the institutional website: Weblink :	<a href="https://umathecollege.org/academic-calendar/">https://umathecollege.org/academic-calendar/</a>				
<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To

1	C	56	2004	03-May-2004	02-May-2009
2	B++	2.81	2017	23-Jan-2017	22-Jan-2022

**6. Date of Establishment of IQAC**

10-Aug-2004

**7. Internal Quality Assurance System****Quality initiatives by IQAC during the year for promoting quality culture**

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
The International Day against Drug Abuse and Illegal Drug Trade	26-Jun-2019 1	50
Road Safety and Traffic Awareness	27-Jul-2019 1	100
Holistic Approach towards Teaching	30-Nov-2019 1	25
Annual Sports Week & Cultural Programmes	17-Dec-2019 7	450
Naturopathy: An Alternative Medicine Therapy	17-Feb-2020 1	25
Covid-19: Impact on Society	23-May-2020 1	1047
The Pandemic, Toxic Discourse and Cultural Healing	26-May-2020 1	857
New API Format of UGC 2019 for Professor, Associate Professor and Assistant Professor	20-May-2020 1	485

Social Entrepreneurship and Intellectual Property Rights (IPR)	30-May-2020 1	757
The Role of the Management, Principal and Teachers in New Maharashtra University Law	05-Jun-2020 1	575

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	nil	nil	2019 0	0

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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

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**10. Number of IQAC meetings held during the year :**

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

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**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

Faculty development program teaching non teaching skill development program for student

organization of seminars, conferences, work shops guest lectures for faculty and students  
emphasis on research activities student placement

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

Plan of Action	Achivements/Outcomes
Preparation Of Academic Calendar	Prepared Academic Calendar for the year 20192020 in consultetion with the faculty and monitored the various programmes organised as per the given schedule
Development programmes and research activities	Guest lectures for teachers and students were organised.Audio visual programmes for students were organised. Counselling session for students are available,Participation in workshops,conferences,seminars.
Enhancement in Teaching - Learning	Remedial Classes for weaker students in language. career oriented for Students
Fulfilling Social Responsibilities	Inter-collegiate debate competition and inter collegiate one act play was organised. Different community services ( NSS Camp ),Blood Donation camp,Tree Plantation Drive and cleanliness drive,Inter collegiate debate competition and one act play.
Participation from stake holders	Alumni Meetings were held to discuss about the contribution of alumni in enhancing the quality of education and valuable suggestion were invited for the overall development of students, Parents teachers meetings were held to discuss the problems and progress of the students. Their valuable suggestions were invited.
Campus Placement	Invited three esteemed companies to conduct placement drive on the campus.
Mentoring and counseling committee	Realizing the importance of emotional well-being of students IQAC recomanded Psychological counseling professionals to impart awareness and training regarding the same Besides, the Mentoring and Counseling Committees also constituted
Formulation of Committees	IQAC formed various committees for the smooth functioning of the institution teachers and students are included in the committee Records are

	<b>maintained properly</b>
<b>Environmental Awareness</b>	<b>Realizing the need of spreading awareness among students and in the vicinity, IQAC formed Nature Club the staff and students Under which several environmental projects were undertaken by the staff and students.</b>
<b>Organization of Conference, Seminars and workshops</b>	<b>International Conference, National Conferences, seminars and Workshops were organized during the academic session 2019-20. The details are given in the respective questions</b>

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<b>14. Whether AQAR was placed before statutory body ?</b>	<b>No</b>
<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	<b>No</b>
<b>16. Whether institutional data submitted to AISHE:</b>	<b>Yes</b>
Year of Submission	2020
Date of Submission	16-Feb-2020
<b>17. Does the Institution have Management Information System ?</b>	<b>Yes</b>
If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	<b>Yes, the institution ensures a partial system of participative management wherein the flow of information and decision making processes are systematized and channeled through all key constituents of the institution. The suggestions given by the Governing Body, the Local Management Committee are implemented under the leadership and guidance of the Principal. Besides, the Heads of the different Departments look after the smooth functioning of their respective departments.</b>

Various committees and cells are constituted with their own incharge teachers and members for the proper functioning of the college. The periodical meetings are called by the Principal to plan, evaluate and implement the policy decisions of the IQAC. The Nonteaching staff members help in the administrative activities of the institution. Student representatives are also consulted from time to time for the same. The Principal discusses the major issues related to the staff and the students with the Management in the LMC meetings. The decisions and resolutions taken in the LMC are executed by the Principal. Academics related decisions are taken by the Principal after discussing them in the general staff meetings or with the head of the departments. So far as the issues pertaining to quality enhancement are concerned, the decisions are taken after discussing it in IQAC meetings. All the faculty members have been given liberty to share their views on any issue as they are the part of the decision making process. The decisions on quality, academic issues, teachinglearning process and developmental activities are implemented at the earliest. Periodic review is done to check the efficacy of the decisions and their implementation.

## Part B

### CRITERION I - CURRICULAR ASPECTS

#### 1.1 - Curriculum Planning and Implementation

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

- The institution follows a systematic teaching methodology. An Academic Calendar is

prepared in the beginning of every session. Each teacher prepares his own teaching plan according to the syllabus and time-table. An Academic Diary is maintained to record day-to-day teaching, research, extension and other academic activities. • The University syllabus and examination pattern is strictly followed as the institution is affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur. The academic portion is taught according to the syllabus and the Heads of each department monitor the completion of syllabus from time to time. In addition to this, the Head of the Institution also supervises and interacts regularly with faculty members for effective planning and implementation of curriculum. • There is no scope for modification of the curriculum at college level. However, it is implemented with some special methods. The lecture method, for instance, is supplemented with innovative teaching methods like class room seminars, paper presentation, quiz, discussions and visits etc. • To make teaching-learning more meaningful and interesting for students, modern teaching equipment like LCD projector and Green Boards are used. To facilitate effective understanding of the subjects, an interactive atmosphere is created in the class room. • Guest lecturers of eminent resource persons from different institutions are organized frequently. Besides this, other activities like essay writing, debate and elocution competitions are organized regularly by the institution as these activities prove very much beneficial for the overall development of the students and help them to acquire new skills. Keeping this noble objective in mind, Soft skills development and personality development programs are conducted regularly in the institution. This definitely helps the students to improve their inter-personal skills. • Other programs on competitive examinations are organized for students to brace them up for the present and future challenges. The information given through such programs is very useful for them. They are trained with the interview techniques in order to help them to get through various screening processes and interviews. • The teachers follow continuous evaluation methods by conducting surprise tests, class tests, home-assignments etc. and the performance of each teacher is monitored informally by the Heads of each Department and the Principal. • Students are encouraged to participate in various intra-collegiate, inter-collegiate and state level competitions held at the institution and at other institutions. • Knowledge Resonance, a Biannual National Peer Reviewed Journal with ISSN No. 2231-1629 is published to inculcate research culture among teachers. They are motivated to write research articles and get them published in the journal. As far as the documentation of the various activities conducted in the institution is concerned, all the teachers are asked to put up a notice of the program on the notice board and the same is uploaded on the college website. The report of the program is prepared immediately and uploaded on the website with Principal's signature and seal of the institution. Geo tagged photos of the same are also uploaded on the College What's App group.

### 1.1.2 - Certificate/ Diploma Courses introduced during the academic year



Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Certificate Course In Banking Finance Insurance (Bajaj Finser ltd)	Nil	30/05/2019	30	Employability	Back office operation , insurance selling.
Skill Development Training for Courses in Aerospace Aviation sector.	Nil	01/07/2019	40	Employability	Costumer service in Aerospace Aviation sector.
Certificate Course In Hospital Operation Management, Hospital Administration, DMLT, (Virohan Institute of Health Management Services, Nagpur)	Nil	29/07/2019	180	Employability	Hospital Operation Management, Hospital Administration,
Certificate course in Performing Arts (Department of lifelong learning and extension)	Nil	17/10/2019	90	entrepreneurship	Light music, drama and dance
Certificate courses in Banking, Retail. IT, Telecom (Edubridge learning pvt)	Nil	01/11/2020	30	entrepreneurship	Sales, back office operation, data entry

## 1.2 - Academic Flexibility

### 1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NA	Nil

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### 1.2.2 - Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if

applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MCom	Account	16/07/2019
MCM	Computer Management	16/07/2019
MA	English	29/06/2019
MA	Marathi	29/06/2019

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

	Certificate	Diploma Course
Number of Students	40	Nil

1.3 - Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Airline Executive (Costumer Care)	10/12/2019	34

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1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	nil	Nil

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1.4 - Feedback System

1.4.1 - Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	Yes
Parents	Yes

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

### Feedback Obtained

The institution obtains feedback from different sources. The institution takes feedback from students at the end of the session every year. Feedback forms containing questions on institution, facilities available, teacher's performance, teaching-learning experience and the portion taught are given to the students and they are asked to give their genuine opinion and suggestions fearlessly. Feedback from parents and Ex-students is taken during PTA Meet and Alumni Association Meet respectively. Feedback from other stakeholders is also invited from time to time. The principal studies the feedback obtained from all the stakeholders and discusses it with the teachers in the staff meeting. The suggestions worth pondering over are taken into consideration and are communicated to the management as they are all useful for finding out the lacunae and loopholes in the existing curricula, the methods used for teaching and rethinking about enriching them in accordance with the needs and demands of the hour. The response given and the suggestions made by the students and other stakeholders regarding the syllabus they study are highly useful for bringing some positive changes in the syllabus framed by the University. The institution has thus introduced skills based and career oriented Certificate and Diploma courses on heavy demands of the students. Employer's suggestions are also discussed in the meeting of college council. The institution takes the feedback from all the stakeholders formally and informally. The data and the feedback are studied to find out the strength, weaknesses, opportunities and threats of the institution. A SWOT analysis is done by the head of the institution in consultation with the staff and the necessary modifications in the concerned policies are done. This analysis helps the institution to improve its quality.

## CRITERION II - TEACHING- LEARNING AND EVALUATION

### 2.1 - Student Enrolment and Profile

#### 2.1.1 - Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Arts	360	184	184
BCom	Commerce (Marathi)	360	118	118
BCom	Commerce (English)	360	271	271
MA	English	160	14	14
MCom	Commerce	160	76	76

<b>MCM</b>	<b>Computer Management</b>	<b>360</b>	<b>17</b>	<b>17</b>
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## 2.2 - Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	729	107	10	3	13

## 2.3 - Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
19	19	110	19	19	5

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

The institution has a very strong mentoring system wherein the students get wonderful opportunity to develop cordial relationship with the mentor who provides them support and counseling and tries to help them with their studies and also in personal life. As the traditional methods are integrated with the modern technology, the teacher-centric process has shifted to student-centric process. Slow learners are assisted through Remedial Coaching and Teacher-Ward Tutorial System. Under this system, each teacher adopts 20 students and pays special attention to their studies. They are also entrusted with the task of monitoring the attendance and academic progress of the students. Besides, these mentors provide psychological as well as Professional counseling if required. At the beginning of each academic session, the mentors conduct orientation programs for the mentees in order to inform them about the goals and mission of the institution, the facilities available and the rules and regulations of the institution. They help them out in their weaker areas and try to clear their concepts. They also ensure that

their result and overall standard is improved. Educational tours and field visits are arranged every year to give field experience to students. Incentives are also given to the toppers in each subject in order to motivate them to work harder.

<b>Number of students enrolled in the institution</b>	<b>Number of fulltime teachers</b>	<b>Mentor : Mentee Ratio</b>
836	10	1 : 84

## 2.4 - Teacher Profile and Quality

### 2.4.1 - Number of full time teachers appointed during the year

<b>No. of sanctioned positions</b>	<b>No. of filled positions</b>	<b>Vacant positions</b>	<b>Positions filled during the current year</b>	<b>No. of faculty with Ph.D</b>
13	10	3	1	10

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

<b>Year of Award</b>	<b>Name of full time teachers receiving awards from state level, national level, international level</b>	<b>Designation</b>	<b>Name of the award, fellowship, received from Government or recognized bodies</b>
2019	nil	Assistant Professor	nil

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## 2.5 - Evaluation Process and Reforms

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

<b>Programme Name</b>	<b>Programme Code</b>	<b>Semester/ year</b>	<b>Last date of the last semester-end/ year-end examination</b>	<b>Date of declaration of results of semester-end/ year- end examination</b>
MCM	-	Semester - 4	13/04/2020	05/12/2020
MCM	-	Semester - 2	11/04/2020	09/10/2020
MCom	-	Semester - 4	11/05/2020	28/11/2020
MCom	-	Semester - 2	08/05/2020	26/11/2020
BCom	-	Semester	06/05/2020	24/11/2020

		- 6		
BCom	-	Semester - 4	30/04/2020	25/09/2020
BCom	-	Semester - 2	24/04/2020	15/10/2020
BA	-	Semester - 6	22/06/2020	23/11/2019
BA	-	Semester - 4	25/06/2020	17/10/2020
BA	-	Semester - 2	22/06/2020	17/10/2020

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

As far as the reforms initiated on CIE at the institutional level are concerned, the institution does not merely stress upon the academic performance and bookish knowledge but also emphasizes on the overall development of the students. Education must not be taken only for employment. The college education means the intellectual, social, and psychological growth of the student. They learn to face real life situations and thus their character is formed and is gradually developed. They realize their responsibilities towards the community and the nation. Students' achievements can be measured by both the formative and summative evaluation. By adopting formative evaluation, we try to measure student's achievements from his overall performance in the session. His participation in various programs, his artistic nature, creativity, his confidence level, his behavior in groups, his way of communication and his ability of taking up new tasks i.e. comparing the function and fulfilling other tasks assigned to him. Summative evaluation is used to measure the academic performance of the students. For this, the institution conducts Unit Test I, II and Test examination and the papers are evaluated. Besides, the teachers give surprise tests and assignments. This is only with the noble intention that the students should get familiar with the question pattern of the University Examination and it also facilitates the process of mode of answering the questions (LAQ, SAQ, and VSAQ). In this way the students' achievements are measured by the institution.

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

The Academic Calendar is prepared well in advance before the commencement of every session.

The respective committee members prepare the Academic Calendar and distribute it to all teaching nonteaching staff of the college. It contains the yearly schedule of the college including the list of holidays, dates and schedule of the college examinations and the university examinations and other co-curricular activities. Every teacher prepares his own teaching plan and utilizes it according to syllabus and time-table. Every staff member maintains a diary to record his day-today teaching schedule, research, extension and other academic activities. Tentative dates of various activities of NSS, Cultural programs, guest lecture, important National events and sports are also given in the academic calendar. This enables teachers to plan their lessons and assessment accordingly and space out the curricular as well as extra-curricular activities. In order to follow the academic calendar of the institution, every department makes internal teaching-learning planning to ensure timely completion of syllabus. This is followed by day-to-day division of topics and chapters. These topics and chapters are chosen keeping the upcoming CIE in mind. The timeline created allows the students to complete the given syllabus in enough time. The students are given plenty of time before the examinations to prepare and practice their concepts. In this way the academic calendar is followed and respected by the teaching and non-teaching staff of the institution.

## 2.6 - Student Performance and Learning Outcomes

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

<https://umathecollege.org/outcomes/>

2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	BA	Arts	26	26	100
Nill	BCom	Commerce	93	93	100
Nill	MCom	Commerce	11	11	100
Nill	MA	English	4	4	100
Nill	MCM	Computer Managment	4	4	100

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## 2.7 - Student Satisfaction Survey

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

<http://umathecollege.org/student-feedback/>

### CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	0	nil	0	0
Minor Projects	0	nil	0	0
Interdisciplinary Projects	0	nil	0	0
Industry sponsored Projects	0	nil	0	0
Projects sponsored by the University	0	nil	0	0
Students Research Projects (Other than compulsory by the University)	0	nil	0	0
International Projects	0	nil	0	0
Any Other (Specify)	0	nil	0	0
<b>Total</b>	<b>0</b>	<b>nil</b>	<b>0</b>	<b>0</b>

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#### 3.2 - Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Social Entrepreneurship and Intellectual Property Rights (IPR)	IQAC	30/05/2020

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

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



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### 3.2.3 - No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
nil	nil	nil	nil	nil	Nil

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### 3.3 - Research Publications and Awards

#### 3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Home-Economics	1
English	1
Sociology	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	English	1	6
International	English	1	4
National	English	2	6
International	English	1	6
International	English	1	5
National	Political Science	1	6
National	Marathi	1	0
National	Home-Economics	1	0
National	Physical Education	2	7

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3.3.4 - Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
<b>Commerce</b>	<b>1</b>

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
<b>nil</b>	<b>nil</b>	<b>nil</b>	<b>2019</b>	<b>0</b>	<b>nil</b>	<b>Nil</b>

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
<b>nil</b>	<b>nil</b>	<b>nil</b>	<b>2019</b>	<b>Nil</b>	<b>Nil</b>	<b>nil</b>

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3.3.7 - Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
<b>Attended/Seminars/Workshops</b>	<b>18</b>	<b>45</b>	<b>10</b>	<b>Nil</b>

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### 3.4 - Extension Activities

3.4.1 - Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government

## Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Water Conservation	Paani Foundation	12	55
Water Conservation	Paani Foundation	12	75
Youth Information Messenger Participation	ANULOM	2	150
National Youth Day Swami Vivekananda	RTMNU, Nagpur	2	20
Red Ribbon Club Maharashtra AIDS Control Organization Rally	Red Ribbon Club	4	20
Participation In Elephantiasis Program	Nagpur Carporation	12	180
Organizing Quiz And Essay Competition On Indian Constitution	Poli. Science Dept	5	30
Organizing Blood Donation Camp	Life Line	16	77
Organizing Eye Examination Camp	Grampanchayat Parsodi. Dist. Nagpur	6	101
Organizing Womens Health Checkup Camp	Meshram Hospital	2	15

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## 3.4.2 - Awards and recognition received for extension activities from Government and other recognized bodies during the year

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

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## 3.4.3 - Students participating in extension activities with Government Organisations, Non-Government Organisations and

programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NSS	RTMNU, Nagpur	Participation In Non-Violence Rally Participation In De-Addiction Campaign Program	2	19
NSS	RTMNU, Nagpur	Participation In Road Safety Rally	2	20
NSS	Dr. M.K Umathe College	AIDS Awareness Program	5	52
NSS	Red Ribbon Club	Red Ribbon Club Maharashtra AIDS Control Organization Rally	4	20
NSS	Dr. M.K Umathe College	Sanitation Awareness Campaign (Sanitation Fortnight)	4	50
NSS	Dr. M.K Umathe College	Cleanness Program	4	30
NSS	Dr. M.K Umathe College	Cleanness Program	4	50

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### 3.5 - Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
nil	nil	nil	0

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry	Duration From	Duration To	Participant
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		/research lab with contact details			
MOU for sharing ideas, information resources.	1. Inter library loan scheme. 2. Syllabus based resource base publication. 3. Student Exchange Programme. 4. Teacher Exchange Programme 5. Wall Magazine Event. 6. Information Sharing Innovative Ideas.	1. Santaji Mahavidhyalaya 0712- 2283953 2. Principal Arunrao Kalode Mahavidhyalaya 0712- 2040234	04/04/2019	31/12/2020	25
MOU for sharing ideas, information resources.	7 Industry Visit To Students 8.Placement Development Programms Guest Lectures ,Campus Interviews for Job Placements,summer intership final Placement Co-Operation in research projects.	Safe Guard Detective Manpower Solutions Pvt .Ltd Nagpur	25/04/2019	31/12/2020	20

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
1. Dr. M. K. Umathe College, Nagpur 2. The Training Tree Educational Corporate Training Solutions	04/10/2020	To conduct Seminars /Workshops, to provide Career Guidance/Career Counseling to students, to organize programmes on Personality Development and Mock Interviews and Soft Skills Training Modules for the students of Dr. M. K Umathe College, Nagpur	50
1. Dr. M. K. Umathe College, Nagpur 2. Edubridge Learning Private Ltd.	04/10/2020	To collaborate in training and placement project and also in	55

		organizing various Skill Development Programs for students	
1. Dr. M. K. Umathe College, Nagpur 2. Bar. Sheshrao Wankhede College, Nagpur	20/11/2019	To provide subject expertise to learners of both the institutions, to provide opportunity to students to interact with their counterparts on curricular, co-curricular and extra-curricular activities.	20
1. Dr. M. K. Umathe College, Nagpur 2. Mahila Mahavidyalaya, Nagpur 3. Principal Arunrao Kalode Mahavidyalaya, Nagpur 4. Women's College of Arts and Science, Nagpur 5. Yashoda Girls' Arts and Commerce College, Nagpur	24/02/2020	To collaborate to organize Conference/Seminars/Workshops, for student Exchange and Teacher Exchange Program, Information sharing and Innovative Ideas	25
1. Dr. M. K. Umathe College, Nagpur 2. Dharampeth M. P. Deo Memorial Science College, Nagpur 3. Bar. Sheshrao Wankhede College, Nagpur 4. Principal Arunrao Kalode Mahavidyalaya, Nagpur	03/03/2020	Collaboration in One Day National Seminar on "Working Women: Issues and Challenges"	150

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## CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

#### 4.1.1 - Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	52800

#### 4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added

<b>Campus Area</b>	<b>Existing</b>
<b>Class rooms</b>	<b>Existing</b>
<b>Laboratories</b>	<b>Existing</b>
<b>Seminar Halls</b>	<b>Existing</b>
<b>Classrooms with LCD facilities</b>	<b>Existing</b>
<b>Seminar halls with ICT facilities</b>	<b>Existing</b>
<b>Video Centre</b>	<b>Existing</b>
<b>Value of the equipment purchased during the year (rs. in lakhs)</b>	<b>Newly Added</b>
<b>Others</b>	<b>Existing</b>
<b>Number of important equipments purchased (Greater than 1-0 lakh) during the current year</b>	<b>Existing</b>
<b>Classrooms with Wi-Fi OR LAN</b>	<b>Existing</b>

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## 4.2 - Library as a Learning Resource

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

<b>Name of the ILMS software</b>	<b>Nature of automation (fully or patially)</b>	<b>Version</b>	<b>Year of automation</b>
<b>library management system(LIB-MAN) designed by Mastersoft ERP solution Pvt. LTD</b>	<b>Partially</b>	<b>cloud base 01</b>	<b>2019</b>

### 4.2.2 - Library Services

<b>Library Service Type</b>	<b>Existing</b>		<b>Newly Added</b>		<b>Total</b>	
<b>Text Books</b>	<b>11837</b>	<b>2945342</b>	<b>266</b>	<b>71119</b>	<b>12103</b>	<b>3016461</b>
<b>Reference Books</b>	<b>931</b>	<b>724550</b>	<b>2</b>	<b>535</b>	<b>933</b>	<b>725085</b>
<b>e-Books</b>	<b>Nil1</b>	<b>5900</b>	<b>Nil1</b>	<b>Nil1</b>	<b>Nil1</b>	<b>5900</b>
<b>Journals</b>	<b>22</b>	<b>5228</b>	<b>Nil1</b>	<b>Nil1</b>	<b>22</b>	<b>5228</b>
<b>e-Journals</b>	<b>Nil1</b>	<b>Nil1</b>	<b>Nil1</b>	<b>Nil1</b>	<b>Nil1</b>	<b>Nil1</b>
<b>Digital Database</b>	<b>Nil1</b>	<b>Nil1</b>	<b>Nil1</b>	<b>Nil1</b>	<b>Nil1</b>	<b>Nil1</b>
<b>CD &amp; Video</b>	<b>138</b>	<b>Nil1</b>	<b>Nil1</b>	<b>Nil1</b>	<b>138</b>	<b>Nil1</b>

Library Automation	Nil	Nil	Nil	Nil	Nil	Nil
Weeding (hard & soft)	826	Nil	Nil	Nil	826	Nil
Others (specify)	6	7866	Nil	Nil	6	7866

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4.2.3 - E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
nil	nil	nil	04/02/2020

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#### 4.3 - IT Infrastructure

##### 4.3.1 - Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	65	45	65	0	0	7	0	150	0
Added	0	0	0	0	0	0	0	0	0
Total	65	45	65	0	0	7	0	150	0

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

150 MBPS/ GBPS

##### 4.3.3 - Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
nil	<a href="#">nil</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities



0

0

0

0

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

Computers: Optimum utilization of computers available in the lab is made for carrying out computer practical, project work and other computer related assignments. Computer and internal facilities are available free of cost to all the enrolled students from 8:00 am to 5:00 pm on all working days. The college has appointed a computer laboratory in-charge who has the technical knowledge of computer hardware and software. He looks after the maintenance of computers in the college and other related equipment. For major maintenance and technical problems outside professionals are called as and when needed. Library: • The library is used for stacking and reading purpose. Textbooks, General Books, reference books and competitive books are arranged separately for proper use as study resources. • The library advisory committee is formed for the smooth functioning of the library. • Library user entry register is maintained for the faculty and students separately. • All the admitted/enrolled students, members of the governing body, regular faculty, Contributory faculty, and non-teaching staff are given the free access to the library. • Library also provides Library Reading Room Service to the external students with due permission of the Principal. • The books, journals and magazines are kept dust free with vacuum cleaning. • Stock verification of library books is done regularly. • Clearance of old titles and outdated textbooks is done by the library advisory committee. • Binding of damaged books is done from time to time. • Pest Control is done at regular intervals. • Library is under CCTV surveillance. Classrooms: Classrooms are optimally utilized for conducting lectures and other curricular and co-curricular activities, for conducting university exams and other competitive examinations. The outside agency has been given the contract to clean classrooms and the entire building including washrooms and water tanks. Lights and electric fittings are regularly checked and repaired by the college hired electrician. Projectors and digital boards are looked after by external experts. Furniture is regularly checked. Home Economics Laboratory: • The Head of the Department divides the students into batches for practical and decides the dates for the same for the optimal use of the laboratory. • Periodic monitoring and checking of LPG connection is carried out.

<https://umathecollege.org/maintenance-of-facilities/>

## CRITERION V - STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Scholarships and Financial Support

Name/Title of the scheme	Number of students	Amount in Rupees
--------------------------	--------------------	------------------

<b>Financial Support from institution</b>	<b>nil</b>	<b>0</b>	<b>0</b>
<b>Financial Support from Other Sources</b>			
<b>a) National</b>	<b>GOI</b>	<b>185</b>	<b>1851970</b>
<b>b) International</b>	<b>nil</b>	<b>Nil</b>	<b>0</b>

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

<b>Name of the capability enhancement scheme</b>	<b>Date of implementation</b>	<b>Number of students enrolled</b>	<b>Agencies involved</b>
<b>Personality Development Through Meditation Method</b>	<b>10/08/2019</b>	<b>120</b>	<b>Param chaitanya foundation</b>
<b>International Yoga Day</b>	<b>21/06/2019</b>	<b>45</b>	<b>janardhan swami yoga abhyas mandal Nagpur</b>

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

<b>Year</b>	<b>Name of the scheme</b>	<b>Number of benefited students for competitive examination</b>	<b>Number of benefited students by career counseling activities</b>	<b>Number of students who have passed in the comp. exam</b>	<b>Number of students placed</b>
<b>2019</b>	<b>Supply Chain Management And Logistics Training</b>	<b>Nil</b>	<b>86</b>	<b>Nil</b>	<b>Nil</b>
<b>2019</b>	<b>Banking Finance &amp; Insurance</b>	<b>Nil</b>	<b>100</b>	<b>Nil</b>	<b>Nil</b>
<b>2019</b>	<b>Personality Development Through Meditation Method</b>	<b>Nil</b>	<b>120</b>	<b>Nil</b>	<b>Nil</b>
<b>2019</b>	<b>Motivational Programme</b>	<b>Nil</b>	<b>150</b>	<b>Nil</b>	<b>Nil</b>
<b>2019</b>	<b>Various Competitive</b>	<b>80</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>

	Exam				
2019	How To Be Effective & Efficient In A Debate	Nill	96	Nill	Nill
2019	Seminar On Career Guidance & Counselling	107	Nill	Nill	Nill
2019	General Knowledge Test	102	Nill	Nill	Nill
2019	Quiz Competition, General Knowledge & Current Affairs	Nill	102	Nill	Nill
2019	Debate On Joint Family Vs. Nuclear Family	Nill	35	Nill	Nill

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

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

## 5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Clouprix Technology solutions	20	Nill	nil	Nill	Nill

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
------	--	--------------------------	---------------------------	----------------------------	-------------------------------

2019	6	B.Com	Commerce	Dr. M.K Umathe college	M.Com
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### 5.2.3 - Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	Nil
SET	Nil
SLET	Nil
GATE	Nil
GMAT	Nil
CAT	Nil
GRE	Nil
TOFEL	Nil
Civil Services	Nil
Any Other	Nil

No file uploaded.

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

Activity	Level	Number of Participants
Sports and cultural week	college level	450

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### 5.3 - Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student

2019	nil	National	Nil	Nil	Nil	Nil
2020	nil	National	Nil	Nil	Nil	Nil

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

We didn't receive any notification from the University regarding the constitution of Student Council and hence the same could not be formed in the last academic session 2019-20. But we do have a non-elected group of students who assist all the teachers in almost all the activities take place on and off the campus. In Internal Quality Assurance Cell, we have included two representatives from the students. The institution has included student representatives in almost all the committees informally. All these students are involved in all extracurricular activities and the cultural programs held in the institution.

#### 5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

Yes

Yes, the college has registered the Alumni Association in the name of Dr. M. K. Umathe Alumni Association Nagpur (Reg. No. Nagpur /000149/2019 Dated 15 March 2019) many students have already registered in the Alumni Association and have active participation throughout the year. Various Programs are organized every year which is not only exchange of knowledge and opportunities but also provide guidance to students. Online Alumni section is available on the college website.

5.4.2 - No. of enrolled Alumni:

66

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

1800

5.4.4 - Meetings/activities organized by Alumni Association :

The Alumni of the institution are invited once in a year for meeting. The faculty interacts with the Alumni and their valuable suggestions are taken into consideration. These alumni are contacted as and when needed. They are invited to attend various activities organized by

the institution. The Alumni meet under the banner of Dr. M. K. Umathe Alumni Association . the meeting scheduled for April 2020 could not take place due to covid-19 .

## CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The institution ensures a partial system of participative management and Decentralization process wherein the flow of information and decision making processes are systematized and channeled through all key constituents of the institution. The suggestions given by the Governing Body, the Local Management Committee are implemented under the leadership and guidance of the Principal. Besides, the Heads of the different Departments look after the smooth functioning of their respective departments. Various committees and cells are constituted with their own in-charge teachers and members for the proper functioning of the college. The periodical meetings are called by the Principal to plan, evaluate and implement the policy decisions of the IQAC. The Nonteaching staff members help in the administrative activities of the institution. Student representatives are also consulted from time to time for the same. The Principal discusses the major issues related to the staff and the students with the Management in the LMC meetings. The decisions and resolutions taken in the LMC are executed by the Principal. Academics related decisions are taken by the Principal after discussing them in the general staff meetings or with the head of the departments. So far as the issues pertaining to quality enhancement are concerned, the decisions are taken after discussing it in IQAC meetings. All the faculty members have been given liberty to share their views on any issue as they are the part of the decision making process. The decisions on quality, academic issues, teaching-learning process and developmental activities are implemented at the earliest. Periodic review is done to check the efficacy of the decisions and their implementation.

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

Yes

### 6.2 - Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	<ul style="list-style-type: none"> <li>• The University syllabus and examination pattern is strictly followed as the institution is affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur.</li> <li>• The institution follows a systematic teaching methodology. An</li> </ul>

	<p>Academic Calendar is prepared in the beginning of every session. • The academic portion is taught according to the syllabus and the Heads of each department monitor the completion of syllabus from time to time. • To make teaching-learning more meaningful and interesting for students, modern teaching equipment like LCD is used. LCD projectors and Green Boards are fitted in almost all the class rooms. • The teachers follow continuous evaluation methods by conducting surprise tests, class tests, home-assignments etc. • Examination Committee ensures smooth conduct of examinations. • Almost all the faculty members are actively involved in the University work such as framing the question papers and assessment of the answer papers. The Head of the Institution also supervises and interacts regularly with faculty members for effective planning and implementation of curriculum.</p>
<p>Teaching and Learning</p>	<p>Teaching-learning is the most important aspect of each institution and hence constant efforts are taken to improve it in order to achieve the desirable change in the progress and the quality of education. • Highly qualified and dedicated faculty. • Healthy interaction between students and faculty that goes beyond the classrooms. • A learner centred strategies such as group discussion, debates, brain-storming sessions, seminars and interactive sessions are used. • Adaptation and inclusion of modern teaching-learning technology such as LCD, Power Point Presentations, Computers, lap-tops, CDs/DVDs etc. • Teacher Ward Tutorial System for additional help. • Well-equipped library for both faculty and students. Excellent collection of rare and latest books and journals. • Regular feedback from students to improve teaching and learning methods.</p>
<p>Examination and Evaluation</p>	<p>• Continuous evaluation through different methods like internal assessment, Unit tests, surprise tests, class tests, home-assignments, presentations, projects etc. • College exam Answer sheets are evaluated then distributed to students and discussed the mistakes committed by them. • Almost all the faculty members are actively involved in the University work such as framing the question papers and assessment of the answer papers. • Transparency is maintained in evaluation process. • Examination committee ensures smooth conduct of examinations. • The end semester examination question papers are set by Nagpur University. • The practical examination is conducted with internal and external examiners appointed by the University.</p>
<p>Research and Development</p>	<p>The institution encourages the faculty members for undertaking research work. Almost all the teachers are highly educated and are already Ph.D. hold sand</p>



majority of them are Ph.D. supervisors. The institution constantly motivates them to undertake Minor and Major projects. The institution provides all possible facilities like computers, internet facility, Xerox, Library, leave to carry out their research work. A Research Committee has been formed by the institution to facilitate and monitor research related activities. It collects information about funding agencies and assists in the preparation of research proposals. It encourages teachers and students to involve themselves in research activities such as publication of research papers, chapters, paper presentations and sending proposals for Minor/Major Research Projects to the UGC. The students of BCCA-III and MCM-II have to submit their dissertation. In this way the institute motivates the faculty the students to enhance their research related skills and update their knowledge to keep pace with the new trends in the education. The institution also publishes a Half Yearly National Peer Reviewed Research Journal Knowledge Resonance for multidisciplinary studies. We call for papers from the esteemed members of the journal. The committee members scrutinize the papers and ultimately publish them.

Library, ICT  
and Physical  
Infrastructure  
/  
Instrumentation

Library: The library has an Advisory Committee for the smooth and effective functioning of the library. The Principal is the chairman of the committee, the librarian is a convener and the three faculty members are the members of the committee. The committee discusses the issues of the library, technological upgradation, digitalization, need for purchasing new books and journals, internet availability and facilities like NLIST/INFLIBNET etc. The committee tries to make the library rich with variety of books and ensures that the staff and the students use the library frequently to widen the horizon of their knowledge. Suggestions for improvement of the library from the enlightened guest lecturers and visitors are welcomed. The institution has taken some significant initiatives such as proper arrangement of subject-wise and category-wise books, purchase of numerous sets of encyclopedias covering all subjects and a good number of dictionaries, Book Bank Scheme, making availability of CDs and DVDs, preservation of back volumes of Journals to make the library user friendly. The institution encourages the staff and the students to use the library almost every day. Reading room is also made available for the readers with internet facility to browse various useful websites in order to gain new knowledge and information on wide-ranging topics. ICT: The use of Information and Communication Technology has become imperative in today's techno-savvy world. Realizing the importance of ICT in education, the institution has provided computers and internet facilities,



LCD projectors, audio-visual ICT facilities to the teaching staff for research and academic purpose to keep pace with the today's developed technology. LCD projectors are fitted in almost all class rooms to support teaching-learning process and to make it interesting and effective. The institution has internet facility which helps the teachers and students to upgrade their knowledge and brings the vast ocean of knowledge at their doorstep. They are allowed to browse various web sites to gather information related to their subjects and on various topics. We already have LCD TV, LCD Projectors, Digital Presenters and around 50 Computers. The institution has installed N-LIST/INFLIBNET software in the library for easy internet access to educational material. This software is very useful for research scholars, teachers and students. Physical Infrastructure: The institution has 20 well-furnished spacious digital classrooms with green boards. LCD Projectors are fitted in almost all the rooms. The institution also has well-furnished computer laboratory, language laboratory, rich library, reading room, well equipped Gymnasium to facilitate and encourage the staff and the students to enhance the quality of education. The institution has separate class rooms for Junior and Degree college with separate buildings for each. The institution has around 100 computers. Internet facilities are also available for the students and the staff. The institution has Wi-Fi. The institution has Arts and Commerce faculties at degree level and hence we do not have Animal House and Botanical garden. CCTV cameras are installed in all the class rooms and in the corridors for the safety and security of the students and to keep an eye on their activities. Fire extinguishers are also installed on both the floors of the institution. For research and teaching learning, the institution has a moderately good library with the latest books/Encyclopedias/CDs/DVDs and several volumes of Periodicals, magazines and Journals.

**Human Resource Management**

Human resource development is the base of every institution. Human resource of the institution is managed on the basis of the democratic principles i.e. equality, freedom, fraternity, justice and dialogues. All the employees are treated alike without any discrimination and irrespective of caste, creed and gender. Besides, a family atmosphere is created in the institution. The genuine personal problems of the staff are listened to and resolved by the management. The faculty is selected as per the norms laid down by the UGC through the screening process and on the merit basis. The institution retains faculties by providing them all the necessary facilities to upgrade their personal and professional status The College has been a mainstay for several

	<p>all-round activities too to ensure a healthy environment for its employees. The faculty members are constantly motivated and facilitated to participate in Refresher, Orientation and Short Term Courses. Some Computer based Training Program related to Photoshop's organized for non-teaching staff. Various programs like Yoga Day, Women's Day, Personality Development and Stress Management are also organized under Staff Development Program for the overall development of the staff. Various cultural programs, guest lectures and workshops are organized for students throughout the session. Teachers are encouraged to submit their fully filled and updated PBAS forms to the Research Committee. Health Check-up Camp for the staff of the college is organized once in a year for spreading awareness about leading healthy life.</p>
<p>Industry Interaction / Collaboration</p>	<p>The institution has recently entered into MOU/Collaborative arrangements with the other four institutions and also with some industries of Nagpur. These institutions and industries, therefore, could not contribute much to the development of the institution but from the next session we will undertake some collaborative work and avail the facilities and benefits. We are also trying to have collaboration with the other Universities as well. However, all nearby institutions help our students and the staff on request. Besides, we do have collaboration with the well-known University YCMOU, Nasik. With this collaboration, we have made it convenient for the students of the locality to complete their degree courses through distance education provided by the YCMOU through its study centre and we feel proud to mention here that many students are getting benefited. The institution has recently entered into the collaboration with some industries. So no collaborative work has been carried out yet, but from the next session the institution will ensure that such interaction takes place frequently between the industries and the institution. Besides this, the institution has interacted with the other industries as well and we will definitely have collaboration with these companies in near future. There is a Placement Cell in the institution which ensures that the students are getting placed in reputed companies.</p>
<p>Admission of Students</p>	<p>The Prospectus that highlights the information about the institution, the details of various programs offered and eligibility norms is prepared every year prior to the commencement of admissions. The admission Process of the institution is transparent. The prospectus along with admission form and admission program is made available to the candidates from the date of appearance of admission notice in newspapers. The filled-in forms are received up to the given dates. The applications are scrutinized by the admission committee and a merit list is displayed on the notice board. As per</p>

the policy and mission of our institution, admission is given to the desirable students. The institution has set the criteria of eligibility for students to be chosen. Generally, the institution does not deny admitting poor students belonging to extremely bad economic background as these students have to do full-time, part-time jobs to meet the expenses of the family. It would not be sensible to expect high academic standards from them in such circumstances. The institution, therefore, offers them a life changing opportunity. So far as other students are concerned, admission is given according to the guidelines of the University. We prefer students having minimum 50 marks in aggregate. However, depending on the availability of seats, the students with lower percentage (up to 35) are also admitted. The institution gives preference to the students who have previous outstanding academic performance.

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

E-governance area	Details
Administration	<p>The College makes continuous efforts to go paperless in its entire administrative and official works. All online and computerized functioning is done to practice transparency while sharing information within the college, faculties and departments. The administrative office is fully computerized. The administrative staff has been given formal training to understand the technicalities pertaining to the working on computers. Biometric attendance system is used for the staff.</p>
Finance and Accounts	<p>Fully equipped computerized methods are followed to keep tracks and records of all finances of the institution. Advanced software is used to keep scanned documents, e-filing and budget transactions accurate. Management checks, verifies and guides the finance and accounts section time to time. The office and accounts sections are fully computerized. The college accounts are maintained through Tally. Salary bills are sent online. Computerized slips are provided on demand.</p>
Student Admission and Support	<p>For constant support and assistance to the student community online tools are used to keep in touch and inform them about various notices time to time. Notices are uploaded and feedback forms are provided on the website to the students. Besides, online messages and short messaging services are also used to inform and notify students about different academic and official activities. The teaching faculty has also created whatsapp groups to inform and to post updates and news related to academic and official documents.</p>

<p><b>Planning and Development</b></p>	<p>The institution tries to go paperless as far as possible. The college Website is updated and upgraded time to time. All faculty members upload the notices of the programs or events to be organized in future in advance so that all the stakeholders get the information about the same and then upload the detailed report of the program with photographs. The teachers are provided the link of Google Diary where they have to submit their daily work report in the Google form. Audio Visual Aids and other tools such as computers, OHPs, tape recorders, LCDs are provided to the teachers for improving teaching practices. The well-equipped Language laboratory of the institution helps making the language teaching more effective. L.C.D. projectors are fitted in all the class rooms and teachers are encouraged to use them to make the teaching-learning effective and interesting.</p>
<p><b>Examination</b></p>	<p>College conducts Semester-wise examination smoothly. The seating arrangement of the students is provided online to avoid chaos and confusion on the examination days. This also saves time and controls stress of the students during examinations. Notices related to exams are also posted and updated on priority basis. Thus the Chief Examination Officer and examination committee ensures transparency and quicker methods of conducting examinations. Besides, the marks of the internal exams and semester exams are also sent to the University online.</p>

### 6.3 - Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	nil	nil	nil	Nil
2019	nil	nil	nil	Nil

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants	Number of participants (non-
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					(Teaching staff)	teaching staff)
2019	nil	nil	26/07/2021	29/07/2021	Nil	Nil

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Managing Online Classes and Co- creating MOOCs	1	20/04/2020	06/05/2020	17
Online Refresher Course in Marathi UGC- Human Resource Delopment Cebrter RTM Nagpur University Nagpur	1	07/12/2020	19/12/2020	12
Shreemati Nathibai Damodar Thackersey (SNDT) Womens University ( On Empowerment Through digital technology and E-learning)	1	18/05/2020	30/05/2020	12
Teaching lerning Center Ramanujsn College University of Delhi (Managing online classes and Co-creating MOOCs)	1	20/04/2020	06/05/2020	16
Research in english Language Teaching 15-12-Jun 2020 GITHAM Hyderabad	1	15/05/2020	12/06/2021	27
E-learning and ICT Tools for Effective Teching Learning 8-13-june-2020	1	08/06/2020	13/06/2020	5
One Week Online Research methodology Workshop on BFSI Sector	1	08/06/2020	12/06/2020	5
One week FDP on Modern Teching, Evaluation Research Methods	1	02/06/2020	07/06/2020	6
Teaching lerning Center Ramanujsn College University of Delhi (PMMNMTT)	1	26/06/2020	24/07/2020	28
Physical Education	1	24/08/2020	05/09/2021	14

[View File](#)**6.3.4 - Faculty and Staff recruitment (no. for permanent recruitment):**

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	1	Nil	Nil

**6.3.5 - Welfare schemes for**

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> <li>• Casual Leave/Medical Leave</li> <li>• Duty Leave wherever applicable</li> <li>• Maternity Leave</li> <li>• Medical reimbursement for specified diseases as per the Govt. of Maharashtra rules</li> <li>• General Provident Fund</li> <li>• A Gym</li> </ul>	<ul style="list-style-type: none"> <li>• Casual Leave/Medical Leave</li> <li>• Duty Leave wherever applicable</li> <li>• Maternity Leave</li> <li>• Medical reimbursement for specified diseases as per the Govt. of Maharashtra rules</li> <li>• General Provident Fund</li> <li>• A Gym</li> </ul>	<ul style="list-style-type: none"> <li>• Scholarships</li> <li>• Freeships</li> <li>• Book Bank Scheme</li> <li>• Student Welfare Scheme</li> <li>• Life Insurance Scheme</li> <li>• Trained and Professional Counsellors are made available on campus.</li> <li>• Career Guidance Cell</li> <li>• Placement Cell</li> <li>• A Gym</li> </ul>

**6.4 - Financial Management and Resource Mobilization****6.4.1 - Institution conducts internal and external financial audits regularly (with in 100 words each)**

The external audits are being conducted by the Chartered Accountant appointed by institutions Management Bodies. In an external audit the chartered accountant examine the trust deed and Regulation, minute of meeting of managing committee, resolution affecting accounts, the Decision regarding operation of bank account and sanctioning expenditure. An external auditor check name entered in student fee collection file for each month with respective classes and test the amount charged from that student and total up the various column of fees register. An auditor check all types of receipts of institution with their proper documents and All types of expenditure with their supporting documents for example voucher, purchases Invoice, purchase order etc. After completion of audit auditor prepare necessary financial statement attached with his signature, that financial statement are submitted to respective government department.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
nil	0	nil



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#### 6.4.3 - Total corpus fund generated

0

### 6.5 - Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	No	Nil
Administrative	No	Nil	No	Nil

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

The college has Parent-teacher Association. The convener of this cell organizes meetings of parent and teacher twice in an academic session. The parents discuss the problems and difficulties related to their wards and give valuable suggestions. The parents attend the meetings in large numbers. They are also informed about the facilities available for their wards. The last meeting was organized on 17/09/2019. 1. information to the parents was shared about cultural activities, debate competition, dance Competition and about Sports Event . 2.The demand for uniform was implemented. we informed parents about there wards weakness in studies, absenteeism. 3. The parents express their satisfaction about the quality of education and teacher guidance.

#### 6.5.3 - Development programmes for support staff (at least three)

1. Dr M.K.Umathe College has organized professional workshop for coral draw Photoshop from 3.5.2019-17.5.2019The professional image-editing standard and leader of the Photoshop digital imaging line Adobe Photoshop software, the professional image-editing standard and leader of the Photoshop digital imaging line, delivers more of what you crave. Put the power of Corel DRAW Graphics Suite X5 behind your ideas and make a bold impact across any media. This versatile graphic design software packs everything you need to strengthen your visual communication into one tightly integrated suite with vector illustration, page layout, photo editing, tracing, web graphics and animation tools. From web graphics and flash animations, to logos, car wraps and sales tools if you can dream it, you can design it with CorelDRAW Graphics Suite X5 2. A NonTeaching Staff Training workshop was organized on 15.4.2019 to impart training on centralized campus Management system by Mastersoft. The new CCMS 3.0

Cloud Enterprise Resource planning is introduced which supports latest technologies like online payments, computerization of all administrative activities. This module computerizes complete admission and fees process.

#### 6.5.4 - Post Accreditation initiative(s) (mention at least three)

To Accomplish programme and Course outcomes To Mate teaching and learning participative and student centric To Improve University Exam Result To Improve Student Placement To Inculcate research culture in Faculty and Student

#### 6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

#### 6.5.6 - Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	The International Day against Drug Abuse and Illegal Drug Trade	26/06/2019	26/06/2019	26/06/2019	50
2019	Road Safety and Traffic Awareness	27/07/2019	27/07/2019	27/07/2019	100
2019	Holistic Approach towards Teaching	30/11/2019	30/11/2019	30/11/2019	25
2019	Annual Sports Week Cultural Programmes	17/12/2019	17/12/2019	23/12/2019	450
2020	Naturopathy: An Alternative Medicine Therapy	17/02/2020	17/02/2020	17/02/2020	25
2020	Covid-19: Impact on Society	23/05/2020	23/05/2020	23/05/2020	1047
2020	The Pandemic, Toxic Discourse and Cultural Healing	26/05/2020	26/05/2020	26/05/2020	857
2020	New API Format of UGC 2019 for Professor, Associate Professor and Assistant Professor	29/05/2020	29/05/2020	29/05/2020	485
2020	Social Entrepreneurship and Intellectual Property Rights (IPR)	30/05/2020	30/05/2020	30/05/2020	757
2020	The Role of the Management, Principal and	05/06/2020	05/06/2020	05/06/2020	575



**Teachers in New Maharashtra University Law**[View File](#)**CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES****7.1 - Institutional Values and Social Responsibilities****7.1.1 - Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)**

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
nil	23/08/2021	10/09/2021	Nil	Nil

**7.1.2 - Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:****Percentage of power requirement of the University met by the renewable energy sources**

Total Unit 12667 From Solar -130 1.02 April-19 to March 20

**7.1.3 - Differently abled (Divyangjan) friendliness**

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Provision for lift	No	Nil
Ramp/Rails	Yes	6
Braille Software/facilities	No	Nil
Rest Rooms	Yes	2
Scribes for examination	Yes	3
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

**7.1.4 - Inclusion and Situatedness**

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	25/04/2019	1	Organizing	womens Health	15

					Womens Health Checkup Camp		
2019	1	1	26/11/2019	1	'Matdaar Jagruti Abhiyan'	Importance of democracy and Right to Vote to elect the better government.	100
2019	1	1	02/12/2020	1	'Swachata Abhiyan'	Points on Clean, Healthy and Green environment were discussed in the Rally.	150
2019	1	1	03/08/2019	1	Tree Plantation	Important of Tree	87
2019	1	1	08/08/2019	1	Tree Plantation	Important of Tree	35

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
CODE OF ETHICS CONDUCT	01/01/2019	The hand book of code of ethics and conduct for various stakeholders is displayed on the college website

#### 7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Participative in water foundation programme at Bangdapur	18/05/2019	18/05/2020	80
Participative in water foundation programme at	26/05/2019	26/05/2019	80

<b>Bangdapur</b>			
<b>Tobacco, pan masala Ban in Campus premises.</b>	<b>26/06/2019</b>	<b>26/06/2019</b>	<b>56</b>
<b>Participative in water foundation programme at Bangdapur</b>	<b>05/05/2019</b>	<b>05/05/2019</b>	<b>80</b>

[View File](#)

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

- 1) Plastics Banned 2) Green Campus 3) Dust Pollution free Campus. 4) Maximum Paperless Work  
5) Use of Solar System For power consumption. 6) Rain Water Harvesting

## 7.2 - Best Practices

### 7.2.1 - Describe at least two institutional best practices

• **BEST PRACTICE-1** • **Title of the Practice: Student Welfare Scheme** • **Goal: To help the underprivileged students** • **Context: The main aim of our institution is to extend the benefits of higher education to socially, economically and financially weaker sections of the society. The history of our institution bears testimony to the fact that right from its inception the institution has religiously fulfilled this noble aim. While analyzing the reasons for student dropout and performance in university examinations, it came to our notice that financial constraints, is one of the main reasons. To stop this from happening again, the institution decided to start a student welfare fund.** • **Practice Each and every member of the institution contributes 100 rupees per month for this noble cause. The institution has formed a committee for the same. This collected fund is then deposited in the bank. The staff interacts informally with the students in order to inform them about the scheme. A formal notice is circulated among the students and applications are invited for availing the benefits of the scheme. The applications are scrutinized and the needy students are selected.** • **Evidence of Success This scheme indeed proved beneficial for the students who were on the verge of dropping out and discontinue their studies as they were not able to pay their examination fees. Their problems are resolved and it is seen that they are doing well in studies.** • **Problems Encountered and Resource Required The main problem we encounter every year is that the needy students do not approach us on their own due to hesitation as they feel ashamed of their financial status. We, therefore, take initiative to identify such students and encourage them to avail the benefit.** **Best Practice- II Service-learning through Blood Donation** **The context: The community-based learning combines traditional classroom instruction with community-service to enhance the learning of the students and civic participation. The college's focus for community improvement and engagement connects academic program with community service so that students, faculty and community partners can**

forge linkage between theory and practice, between knowledge and action and between the resources of institution and the community development Goal: The objective of the practice is to engage community to create closer ties between institution of higher education and communities they serve with the result to deepen the quality of learning and discovery. The practice: Dr. M. K. Umathe College organizes regular blood donation camp in the memory of the founder secretary honourable Annaji alias Dr. Motiramji Umathe in collaboration with Life Line Blood Bank Nagpur. The Institution aims at ensuring easy accessibility and adequate supply of safe and quality blood and blood components collected from voluntary blood donors to those in need. The blood is stored and transported under optimum conditions with the help of Life Line Blood Bank. Transfusion is always under the supervision of trained personnel. Under the policy, blood transfusion is available to people irrespective of their economic or social status. Total Quality Management approach has ensured smooth conduct of Blood Donation Camp and follow up work. Impact of the Practice: The practice has made an impact on community, students, and teachers. Donated blood is being utilized by people and institutions not only in Nagpur but also in neighboring areas. The voluntary blood donation camps have resulted in great impact on the students as well as teachers. The impact is also apparent on personality development, moral education and on civic responsibility and is reflected in reduced indiscipline and enhanced sense of the responsibility among the students towards the college. It has also created a sense of managerial ability among the students for organizing such type of events in the college. Resources required: Community is engaged for raising financial resources for conducting various programs of blood donation successfully. Efforts are also made to make the blood transfusion services viable through non-profit recovery system. Contact: The Principal Dr. M. K. Umathe College, Nagpur- 440022. .... Best Practice - III Library best user Award Goal: To attract more students to visit the library and use the resources. The Practice: Data is gathered through visitor register maintained in the library. Usage data is compiled through circulation of library items. Based on the above data and the observations of the librarian one best user award are given to the student who has made maximum use of the library. Cash/book in the form of award is given to best user from the each discipline. Impact of the Practice: Increase in frequency of visits to the library. Increase in the use of library reference materials. Resources required: Finance for instituting awards. Maintenance/Monitoring of user statistics. Commitment from librarian and support of management is also required. Contact: The Principal/Librarian Dr. M. K. Umathe College Nagpur-440022.

**Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link**

<https://umathecollege.org/best-practices/>

## 7.3 - Institutional Distinctiveness

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

The Institution has always strived to provide and create an innovative educational structure and to transform students into professional gems. It has clear Vision to develop potential and obtainable dynamic creativity, skill and knowledge of individuals to meet the prerequisites for global standard by extending the benefits of education to the socially, economically and educationally backward sections of the society. To impart qualitative and value based education to develop potential and obtainable dynamic creativity, skill and knowledge of individuals to meet the prerequisites for global standards to extend the benefits of education to the socially, economically and educationally backward sections of the society. To impart qualitative and value based education to develop potential and obtainable dynamic creativity, skill and knowledge of individuals to meet the prerequisites for global standards. • To impart latest knowledge through curricular and extra-curricular activities. • To develop all round personality of the students and to prepare better and responsible Indian citizens. • To implement new education policies. • To teach good management and business skills. • To improve and enhance students cultural, social and educational awareness, abilities and skills. • To provide ideal educational environment with a view to transform students into responsible citizens. Our thrust and Approach towards education is : • To endorse values of theoretical understanding of respective subjects. • To carry out regular laboratory practice to obtain practical skills. • To provide enthusiastic support for building self confidence. • Promoting basic values of educational social understanding. • Developing all round progress with continuous evaluation in academics co-curricular activities, emphasized efforts on regular classes, Class tests exams. • Providing introduction towards professional fields by experts of IT the Management world. • To promote sports athletic talent of the students.

Provide the weblink of the institution

<https://umathecollege.org/>

## 8.Future Plans of Actions for Next Academic Year

Year end IQAC meeting is Held every year in the last week of April in which stock of the programmes and activities implemented during the year is taken and planning of curricular, Co-curricular and extra-curricular activities for the next academic session is done. The IQAC meeting scheduled for April 2020 couldn't take place because of nationwide lockdown due to Covid-19. University exams were postponed. Results got delayed. The whole university academic calendar got disturbed. Students were not allowed to come to college and the

situation is still the same. Besides online teaching and organization of webinars for faculty and students no other programme and activity could be conducted.