



# YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	DR. M. K UMATHE ARTS AND RAMCHANDRA MOKHARE COMMERECE COLLEGE
• Name of the Head of the institution	Dr. D. V Naik
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07122227062
• Mobile No:	9860228136
• State/UT	Maharashtra
• Pin Code	440022
2.Institutional status	
• Type of Institution	Co-education
• Location	Urban
• Financial Status	UGC 2f and 12 (B)
• Name of the Affiliating University	Rashtrasant Tukadoji Maharaj Nagpur University

• Name of the IQAC Coordinator	Dr. Sameer Naim				
• Phone No.	07122227062				
• Alternate phone No.					
• IQAC e-mail address	mku_rmc@yahoo.co.in				
• Alternate e-mail address	sameernaim01@gmail.com				
<b>3. Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://umathecollege.org/aqar/">https://umathecollege.org/aqar/</a>				
<b>4. Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://umathecollege.org/academic-calendar/">https://umathecollege.org/academic-calendar/</a>				
<b>5. Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	56	2004	03/05/2004	02/05/2009
Cycle 2	B++	2.81	2017	23/01/2017	22/01/2022
<b>6. Date of Establishment of IQAC</b>			10/08/2004		
<b>7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
nil	nil	nil	nil	nil	
<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
<b>9. No. of IQAC meetings held during the year</b>			3		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?			Yes		

<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
<ul style="list-style-type: none"> <li>Faculty development program teaching staff</li> <li>Skill development program for student</li> <li>Organization of e-seminars, e-conferences, workshops and emphasis given on research activities</li> <li>Organization of Online Lecture Series for UG and PG students</li> <li>Creation of easy study Material on the syllabus prescribed by RTMNU University,</li> <li>Preparation of Question Bank and Test by using Google forms</li> </ul>	
<b>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>	
<b>Plan of Action</b>	<b>Achievements/Outcomes</b>
<b>Preparation of Academic Calendar</b>	Prepared Academic Calendar for the year 2020-21 in consultation with the faculty and monitored the various programs organized as per the given schedule.
<b>Mentoring and Counseling Committee</b>	Realizing the importance of emotional wellbeing of students, IQAC recommended Psychological counseling professionals to impart awareness and training regarding the same. Besides, the Mentoring and Counseling Committees also constituted.
<b>Formulation of Committees</b>	IQAC formed various committees for the smooth functioning of the institution. The teachers and students are included in the same and shouldered the respective responsibilities as per the committees.
<b>Development Programs</b>	<ul style="list-style-type: none"> <li>In view of Covid-19 Pandemic, development programs for teachers could not be conducted. However, various programs for the benefit of students were organized by using online mode such as ZOOM and Google Meet platforms.</li> <li>Counseling sessions for students were made available.</li> </ul>
<b>Research Activities</b>	<ul style="list-style-type: none"> <li>The teachers participated in workshops, conferences, seminars etc.</li> <li>Teachers</li> </ul>

	published their research papers in the reputed UGC listed Journals and Peer reviewed Journals. • Published Books
Enhancement in teaching-learning	• Remedial classes for weaker students in English subject could not be conducted due to the prevailing unprecedented situation due to pandemic. • Career Oriented Programs for students were organized.
Fulfilling social responsibilities	• Tree Plantation drive was also conducted near the vicinity of the institution. • Antigen Testing Drive was also organized and it was kept open for the residents of the nearby area of Bhamti, Kaamla and Swawlambi Nagar.
Campus Placement	Could not conduct due to Pandemic.
Environmental Awareness	One day National level Webinar on Covid-19: Issues and Challenges for Future Environment was organized for the faculty, students and parents.
Organization of Conference, Seminars and workshops	International, National Webinars, e-Seminars and Workshops were organized during the academic session 2020-21.
Feedback Mechanism	Feedback in the form of Google Forms was taken from the students. The same link is also provided on the Website.

13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022	08/01/2022

15. Multidisciplinary / interdisciplinary

16. Academic bank of credits (ABC):

17. Skill development:

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

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

20.Distance education/online education:

## Extended Profile

### 1.Programme

1.1

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

8

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1

Number of students during the year

867

File Description	Documents
Data Template	<a href="#">View File</a>

2.2

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

50%

File Description	Documents
Data Template	<a href="#">View File</a>

2.3

Number of outgoing/ final year students during the year

308

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1

Number of full time teachers during the year

15

<b>File Description</b>	<b>Documents</b>
Data Template	<a href="#">View File</a>
3.2	19
Number of Sanctioned posts during the year	
<b>File Description</b>	<b>Documents</b>
Data Template	<a href="#">View File</a>
<b>4. Institution</b>	
4.1	16
Total number of Classrooms and Seminar halls	
4.2	541784.81
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	54
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

- The 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.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="https://umathecollege.org/academic-calendar/">https://umathecollege.org/academic-calendar/</a>

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

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 non-teaching staff of the college. It contains the yearly schedule of the college including the list of holidays, dates, 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 the syllabus and timetable. Every staff member maintains a diary to record his day-to-day teaching schedule, research, extension, and other academic activities. Tentative dates of various activities of NSS, Cultural programs, guest lectures, 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 the syllabus. This is followed by the day-to-day division of topics and chapters. These topics and chapters are chosen by 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.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	<a href="https://umathecollege.org/academic-calendar/">https://umathecollege.org/academic-calendar/</a>

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

B. Any 3 of the above

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

## 1.2 - Academic Flexibility

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

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

4

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

<b>1.3 - Curriculum Enrichment</b>	
1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	
due to covid-19 pandemic no such activities were undertaken as offline mode of teaching and physical presence of students were not allowed	
File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded
<b>1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year</b>	
0	
File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>
<b>1.3.3 - Number of students undertaking project work/field work/ internships</b>	
0	
File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>
<b>1.4 - Feedback System</b>	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the	B. Any 3 of the above

institution from the following stakeholders  
Students Teachers Employers Alumni

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

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

## TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

2420

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

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

750

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

2.2 - Catering to Student Diversity

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

due to covid-19 pandemic no such activities were undertaken as offline mode of teaching and physical presence of students were not allowed.

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

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

Number of Students	Number of Teachers
849	13

File Description	Documents
Any additional information	No File Uploaded

### 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

due to the covid-19 pandemic the process of teaching and learning took place only through the online mode using google meet, google classroom and zoom. PDF of study material , question bank, MCQ's and youtube links were provided.

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

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

teachers make use of all available ICT tools like digital classrooms and computer lab. due to covid-19 pandemic offline teaching was not allowed and physical presence of students was barred. the process of teaching-learning was carried out using google meet, google classroom, youtubel videos and links, pdf of study material, question bank and other related material through online mode.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://umathecollege.org/ict/">https://umathecollege.org/ict/</a>

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

latest completed academic year )

### 2.3.3.1 - Number of mentors

13

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

15

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

12

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

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

##### 2.4.3.1 - Total experience of full-time teachers

254

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

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. A 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 evaluations. By adopting formative evaluation, we try to measure the students' 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. Due to the covid-19 pandemic, internal assessment was done through an online mode

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

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

the mechanism to deal with internal examination related grievance is transparent, time-bound and efficient. students who are not satisfied with their internal assessment can approach the concerned teacher with their grievances. their papers, assignments, projects are shown to them and the allotted marks and grades explained. all grievances related to internal examination are settled amicably, transparently and in a time bound manner.

File Description	Documents
Any additional information	No File Uploaded

Link for additional information	Nil
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## 2.6 - Student Performance and Learning Outcomes

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

programmes and courses outcomes are displayed on the institution's website the link for the same is given below

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://umathecollege.org/outcomes/">https://umathecollege.org/outcomes/</a>
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

attainment of programme outcomes and course outcomes are evaluated by the institution through regular principal-staff meetings and department meetings. shortcomings are brought to the knowledge of the concerned teacher/teachers and corrective measures are suggested to fulfill the PO and CO.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://umathecollege.org/wp-content/uploads/2022/04/Programme-outcomes-and-Specific-Programme-Outcomes.pdf">https://umathecollege.org/wp-content/uploads/2022/04/Programme-outcomes-and-Specific-Programme-Outcomes.pdf</a>

## 2.6.3 - Pass percentage of Students during the year

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

270

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

## 2.7 - Student Satisfaction Survey

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

<http://umathcollege.org/Students-Satisfaction-Survey/>

## **RESEARCH, INNOVATIONS AND EXTENSION**

### **3.1 - Resource Mobilization for Research**

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

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

0

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

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

18

File Description	Documents
Report of the event	No File Uploaded



Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

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

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

00

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

3

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

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

due to covid-19 no such activities were undertaken the year as the university, local authorities and the state govt. through their instructions and directives didn't allow any programme and activity that required physical presence of students.

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

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

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

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

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

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

0

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

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

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

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded

Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>
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### 3.4 - Collaboration

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

0

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

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

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

0

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

the institution has adequate number of classrooms, a home-economics lab. and a computer lab. the infrastructure and physical facilities available are adequate to fulfill the current requirement.

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

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

the institution doesn't have a separate seminar hall due to paucity of space. all cultural and co-curricular activities are conducted in the bigger classrooms. the institution doesn't have an indoor and outdoor sports facility of its own. it has a well-equipped gymnasium.

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

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

11

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

11

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

4.2 - Library as a Learning Resource

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

Name of the library software:- LIB-MAN (Library management system)

Designed by Mastersoft ERP Solutions Pvt. Ltd., Nagpur

Nature of automation : - partially

Version :- Cloud version (2019)

Year of automation:- 2015

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://umathecollege.org/wp-content/uploads/2022/04/library-software-2.pdf">https://umathecollege.org/wp-content/uploads/2022/04/library-software-2.pdf</a>

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

0.78368

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

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

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

14

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

the institution updateit's IT facilities including Wi-Fi as and when required

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

### 4.3.2 - Number of Computers

63

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

4.3.3 - Bandwidth of internet connection in the Institution

A.  $\geq 50\text{MBPS}$

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	No File Uploaded

### 4.4 - Maintenance of Campus Infrastructure

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

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

270920

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded

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

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.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://umathecollege.org/maintenance-of-facilities/">https://umathecollege.org/maintenance-of-facilities/</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

221

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution /	No File



non- government agencies in last 5 years (Date Template)	Uploaded
<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>E. none of the above</b>
File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>1053</b>	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>1053</b>	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</b>	<b>A. All of the above</b>
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>

Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

28

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

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

0

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

## 5.3 - Student Participation and Activities

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

#### 5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event

should be counted as one) during the year.

0

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

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

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 2020-2021. 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.

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

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

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

0

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

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.

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 .

File Description	Documents
Paste link for additional information	<a href="https://umathecollege.org/alumni/">https://umathecollege.org/alumni/</a>
Upload any additional information	No File Uploaded

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

E. <1Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

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

the vision and mission has been uploaded below

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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 Non-teaching 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 the 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. Aperiodic review is done to check the efficacy of the decisions and their implementation.

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

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution devises a strategic / perspective plan with the aim of improving the overall functioning of the institution. All plans are chalked out keeping in mind the current and future needs of the college, its students and society at large. Perspective plans are not only devised but are effectively deployed. The management, the principal of the college, IQAC, heads of departments, and the committee in-charge see to it from time to time whether the plans are effectively deployed or not. All curricular, co-curricular and extra-curricular activities are planned in such a way that they properly, effectively and fully realize the perspective plan and its outcomes.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded

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

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

The institution has various bodies for smooth execution of work in all departments and at all levels.

The Governing Body and the College Development Council have been constituted as per the rules and regulations of UGC, The Director of Higher Education Maharashtra and RTM Nagpur University Nagpur.

The secretary of the society and the principal of the college form the nucleus of the administration. The principal is the head of the institution who looks after the day-to-day running of the college. The principal along with the IQAC coordinator, departmental heads, the librarian, the office superintendent and convenors of various committees coordinate and mobilize the entire work process of the college. There is the staff council and the students' council.

Different Committees are set up with teacher Convenors head who are responsible to carry out the functions of their respective committees. In order to encourage and enhance the research culture among the students and the teachers, a research committee/ Cell has been set up which facilitates in the research-oriented activities. The Library Advisory Committee assists and advises regarding the formulation of library policies, purchase of library materials, improvement of library end information services, and operational matters. There are different committees which aim to deliver to the society in numerous ways. The cultural committee of the college is responsible for all the intra and inter-collegiate cultural events. The career counseling and placement committee looks after the career prospects and placement of the students. The Examination committee helps in the smooth conduct of the examinations while the Routine committee and the calendar committee take care of the class schedules and plan for the academic year respectively. There is a medical committee which looks into the medical emergencies and routines of health checkups of students and staff apart from organizing awareness programmes from time to time. Student Freeship Committee tries to help the economically underprivileged but bright students by extending support for full or half freeship. And last but not the least, the documentation committee gathers all the material information from different departments and keeps a record of all the activities from time to time.

Service rules and procedures are guided by the UGC listed government and the University as amended from time to time in this regard.

The recruitment rules for the teaching staff and Non-teaching staff are as per the eligibility criteria prescribed by the UGC

The promotional policies for teachers are according to the different government orders as released by the Department of Higher Education.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The college undertakes various welfare activities for both the teaching as well as non-teaching staff. All the statutory leaves are granted to the faculty members and "on duty leaves" are given to the teaching staff for attending orientation programmes and refresher courses. the college encourages the faculty members. To attend seminars and conferences at various levels. the college often found the registration fees for the faculties who present papers in seminars and conferences. The college supports the Endeavour of the teaching faculties for applying for major and minor research projects. at the time of superannuation, the financial matter of the teaching, as well as non-teaching staff, are settled by the college in a prompt manner. The grievance redressal mechanism is there for all staff.

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

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



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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

0

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

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

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

7

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded



Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

There is an Internal Performance Appraisal system for all its staff members headed by the Principal of the Institution. The Principal monitors and evaluates the performance of all its staff and communicates the areas of improvement or the overall performance annually or as per requirement. The students at the end of their course give an online feedback about all the teachers subject wise. There are Grievance Redressal and suggestion box placed at strategic locations in the campus where the students can express their query or concern about teachers which is also considered by the Principal. Online feedback is also obtained from all students time to time. All these are scrutinized and assessed by the Principal. The Principal further communicates the outcome with the staff members in a completely confidential manner.

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

### 6.4 - Financial Management and Resource Mobilization

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

The Institutions conduct financial audit once in a year. A seasoned and qualified auditor has been appointed for the Same. The audit report 2020- 20 21 is uploaded below.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

0

File Description	Documents
Annual statements of accounts	No File

	Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

The institution always ensures that the funds/resources are collected on timely basis and are utilized in the best possible way by ensuring judicious investments and restricting to budgeted expenditure. The main sources of receipts are fees collected from students, grants from the State Government and the UGC, fine and other miscellaneous income from sale of old newspapers, magazines, scraps etc. Fee collection is done in a systematic way within a time frame. Students are informed about the time schedule through notifications on college notice boards, website and through text messages. A budget is prepared in the month of February for the following financial year and every possible effort is made to adhere to the budget ALL purchases are made after inviting requisite number of quotations and their proper scrutiny.

All the expenditures are checked and approved by the principal and the governing body. Internal checks and controls are very much in place which ensures transparency in financial resource management.

The resources are carefully allocated to meet overall administrative requirements including recruitment of staff as and when required, infrastructural upgradation and maintenance enhancement of teaching learning environment, faculty development etc.

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

### 6.5 - Internal Quality Assurance System

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

To extend the benefits of education to the socially, economically and educationally weaker strata of society is the primary aim of the institution. The founding members started the institution to fulfill this noble aim. since its inception, the institution has been religiously trying to fulfill this objective. the vision of the institution is to impart, promote and spread holistic education to its students and to make them self-reliant and responsible members of the country and society. With this aim and vision before us, the IQAC always tries to plan and implement programmes and activities

that help the institution achieve these aims and objectives. all the curricular, co-curricular and extra-curricular activities are planned and deployed to achieve the same.

During the academic session 2020-2021 the focus of IQAC was to complete online teaching, provide students with the needed study material, conduct online webinars for students, providing all the necessary help and information to the students using tech tools.

Throughout the academic session 2020-2021 the state govt. and the local authorities didn't allow offline teaching and the physical presence of students. It restricted the activities of IQAC as it could do nothing except helping students through virtual mode only.

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

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

Regular meetings of the IQAC with the principal and the convenors of various committees are held to ensure the stocktaking and earmarking of the scope of improvement in all possible spheres of the institution. Feedback obtained from different stakeholders helps in the proper identification of the target area.

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded

Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

The institute promotes gender sensitivity through various initiatives and actions for creating safe, secure and healthy atmosphere in the campus. Events relating to gender equity promotion are carried out throughout the year in the campus.

#### Safety & Security:

- CCTV cameras have been fixed at the prominent places like classrooms, staffrooms and campus corridors.
- Statutory committees like Anti-Sexual harassment committee, Women Cell, Grievance Redressal committee, Confidential Corner etcetera comprising of female faculty members are constituted as per the UGC/University guidelines and are working effectively.
- Anti-ragging committee is also formed to address the issues of ragging. We haven't found any case of ragging so far.
- Suggestion/complaint boxes are made available at defined locations for the students to drop in their written complaint.

#### Counseling:

- The institution has a well-defined student counseling system. All the teachers formally and informally counsel and guide students. The Cell titled "Confidential Corner" is also formed especially for girls to address the issues of the girls and to provide them counseling and mental support.

#### Common room:

- Common rooms for girls are also provided in the institution.

#### Program:

- An online guest lecture on the topic "Tila Samjun Ghetana" was organized on Women's Day on 9th March, 2021.

File Description	Documents
Annual gender sensitization action plan	Nil

Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil
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7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above
---	-----------------------

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The Institution takes initiative for the management of wastes which is generated within its campus. Solid Waste Segregation is done by hand sorting. The dry waste includes paper, cardboard, plastics, scrap materials are separated from others. Organic wastes like the leftover food, peels, scrapings from fruits, etc are also collected in bins separately. They are handed over to the Waste Management Company. For E-waste Management, the College segregates old computers, batteries and wires and disposes them at regular intervals. The electronic devices have varying proportions of glass and metals Hence the disposal helps in consequent recycling of separated streams of aluminum, copper and circuit boards As these are handed over to Vital Waste, they sort and separate the materials and prepare them for sale as usable raw materials. They are also used for the production of new electronics However, no hazardous chemical waste is generated in the College Campus. All these ensure that the College takes care of the waste generated regularly by reducing the waste and making an effort for its re-use and re-cycle. The laboratory wastes are also disposed of taking proper measures. The biodegradable waste products are collected and disposed of to the municipality collection, whereas, the chemicals are diluted with water with proper care before disposal.

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

Any other relevant information	No File Uploaded
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7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	B. Any 3 of the above
---	-----------------------

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

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

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

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File

	Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

<p><b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment</b></p> <p><b>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></p>	<p>D. Any 1 of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The institute aims at providing affordable and quality education to all strata of the society in line with its Vision, Mission and Objectives. It also provides an all-inclusive environment for both students and faculties. National festivals like Independence Day and Republic Day are also celebrated every year with full vigor and enthusiasm. Students organize a Teachers' Day program every year at the College to felicitate the teachers and also to show their gratitude towards a great teacher and a legend Dr. Sarvepalli Radhakrishnan. Our institution has always been at the forefront of sensitizing students to the cultural, regional, linguistic, communal and socio-economic diversities of the state and the nation. The institution celebrates the cultural Programmes, regional festivals,



Bhasha Gaurav Din, Bhasha Pandharwada, Constitution Day, Wachan Prerna Din, Swachhata Pandharwada, Sadbhawana Pandharwada, Birth and Death Anniversaries of the great National leaders, Blood Donation Camp, NSS Camp etc. to teach tolerance and harmony to the students.

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

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

The institution sensitizes the students and the employees of the institution to the constitutional obligations about the values, rights, duties and responsibilities of citizens which enables them to become responsible citizens who are well aware of their Fundamental Duties and Rights. The institution celebrates Independence Day and Republic day every year to highlight the struggle for freedom and the importance of the Indian constitution. Similarly, constitution day is also celebrated on 26th Nov every year by reading out the Preamble as stated in the Constitution of India in order to highlight the constitutional spirit of liberty, equality, justice and fraternity. Observance of Vigilance Awareness Week is carried out every year during the last week of October to encourage all stakeholders to collectively participate in the prevention and the fight against corruption and to raise public awareness. The institution organizes Blood Donation Camps to make the students understand the importance of saving lives. International Women's day is celebrated to mark and appreciate the achievements of women. World Environment Day is also celebrated to address environmental concerns. Swachh Bharat Abhiyan is conducted to promote the importance of cleanliness. The vision and mission of the institution are displayed in order to encourage the stakeholders to become good and responsible citizens.

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

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

**C. Any 2 of the above**



monitor adherence to the Code of Conduct  
 Institution organizes professional ethics programmes for students, teachers, administrators and other staff  
 4. Annual awareness programmes on Code of Conduct are organized

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

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

The institution celebrates and organizes all national, international and regional days, events and festivals of importance. Independence day, republic day, teachers day, earth day, women's day, library day, environment day, aids awareness day, Ambedkar Jayanti, jyotiba Phule and Savitri bai Phule Jayanti, to name a few are organized every year. Eminent speakers are invited to bring home to the students the importance and significance of that particular day, events and festivals. Due to the covid-19 pandemic, only a few such events were organized through online mode.

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

## 7.2 - Best Practices

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

**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 : the use of ICT. another best practice that the college has been successfully implementing for a number of years is the use of ICT in academic and administrative areas of the college. the institution has a number of digital classrooms equipped with latest ict tools. teachers are encouraged to make use of the available ict tools to enhance their teaching. the institution has a well equipped computer lab, free wifi connectivity. the administrative office is fully automated and the library partially.

two other good practices of note are the flag hoisting at the hands of the students and making college classrooms available for students for study purpose in the evening. the college gives the honour to hoist the national flag on republic day and independence day to students who excels in their university examination. this practice acknowledges the students excellent academic performance and motivate them and other students to do even better.

from the academic session 2021-2022 the college decided to make two of its classrooms available for students for study purpose from 6 pm to 9 pm everyday. it benefits the students who do not have the luxury of a separate study room and the tranquility needed for study in their homes. students of the college and of other colleges can come and study in the college classrooms.

File Description	Documents
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Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

### 7.3 - Institutional Distinctiveness

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

The institution has always strived to provide all inclusive educational environment to students and endeavors to transform them into professional gems. It has clear Vision to impart quality and value based education to socially, economically and educationally backward sections of the society. The preference is always given to such students at the time of admission. The institution helps students to obtain skill-based education to meet the prerequisites for global standards. The priority has also been given to girls' safety. CCTV cameras have been fixed at the prominent places like classrooms, staffrooms and campus corridors. The institution provides safe and protective environment to girl students so that they feel secured and safe on the campus.

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

7.3.2 - Plan of action for the next academic year

- Faculty development program teaching staff
- Skill development program for student
- Organization of e-seminars, e-conferences, workshops and emphasis given on research activities
- Organization of Online Lecture Series for UG and PG students because of nationwide lockdown due to Covid-19. University exams were postponed. Results got delayed. The whole university academic calendar got disturbed.
- Creation of easy study Material on the syllabus prescribed by RTMNU University, Preparation of Question Bank and Test by using Google forms.
- Preparation of Self Study Report of the 3rd Cycle of NAAC