



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	PRINCIPAL ARUNRAO KALODE MAHAVIDYALAYA
Name of the head of the Institution	D. R. SATPUTE
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	0712-2040234
Mobile no.	9028215820
Registered Email	prinakalode@gmail.com
Alternate Email	umesh24.sarode@gmail.com
Address	Behind Onkarnagar, Manewada Ring Road
City/Town	NAGPUR
State/UT	Maharashtra
Pincode	440027
<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. Renu R. Dalela
Phone no/Alternate Phone no.	07122784140
Mobile no.	9422115680
Registered Email	renudalela@gmail.com
Alternate Email	prinakalode@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.pakm.in/AQAR-2017-18.pdf">http://www.pakm.in/AQAR-2017-18.pdf</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="http://www.pakm.in/Academic_Calander_2018-19.pdf">http://www.pakm.in/Academic_Calander_2018-19.pdf</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	C	1.84	2012	10-Mar-2012	09-Mar-2017

### 6. Date of Establishment of IQAC

16-Feb-2012

### 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
Preparation of SSR for recording various steps taken to monitor & improve the quality	01-Jun-2018 305	19

culture.		
Improvement in teaching learning process- through benchmarking & best practices.	01-Jun-2018 335	15
Increase Industry interaction/educational visits/guest lectures for inputs with regards to curriculum development, projects etc	01-Jun-2018 335	15
To participate in NAAC Accreditation process	01-Jun-2018 335	19
To increase the number of Faculty publications	01-Jun-2018 335	15
<a href="#">View File</a>		

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

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

<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	Yes
Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	3
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	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No

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

Internal Quality Assurance Cell always tries to improve the quality by encouraging the teaching nonteaching staff with the guidance, cooperation coordination of the Principal other authorities of the college It helped to prepare S.S.R. for cycle II Collection of data, played important role in the

decision making for the NAAC Preparation. Orientation sessions were conducted for the faculty. periodical meetings/discussions with department faculty

[View File](#)

**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
Formation of Academic Calendar	Executed
Monitoring admission process for the academic year as per govt. and university rules.	Executed
Arrangement of orientation programme for freshers.	Executed
Collection of annual teaching planning from faculty.	Executed
Analysis of feedback collected form stakeholders.	Executed
Analysis of semester wise results of college and university level examinations.	Executed
Organization of Institutional Level Workshops	Executed
Internal Audit: Academic Audit of Departments and Faculty and work audit of Non-teaching staff.	Executed
Strengthened activities under Environmental	Executed
Organization of parents meets, Organization of periodic meeting of IQAC, Organization of meetings with Faculty, Administrative and Non-teaching staff., Organization of Meetings of Alumni, Organization of One Day Workshop of IQAC, Continuous evaluation of curricular, co-curricular and extension programmes conducted on and off the college campus, Provision of Infrastructural needs and equipment for smooth conduct of academic activities., Documentation of all the activities carried out during the year, Up gradation of Examination Section of the college to meet the requirements of University Level examinations.	Executed

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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
Management	16-Nov-2018
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	07-Jan-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Admissions are online. Data required by the University is sent online based on the information drawn from the Application Forms for admission. Student information is available on the website. All relevant information regarding the college, notices and announcements are uploaded on the website. SMS through notification gateway is sent to parents regarding low attendance and academic performance etc. Parent Teacher meetings are also held. Information is disseminated through college website, Social Network: Information to stakeholders through college website. The biometric attendance is integrated with ERP for salary purpose. Staff informed through SMS, Whatsapp group and verbally through meetings. Finance Accounting MIS transaction with bank is conducted online.

## 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 institute is affiliated to University of RTMNU, Nagpur and follows the curriculum prescribed by the university in a systematic way: Before the start of every academic session, Principal along with the staff & Heads of all the Departments finalize the Academic Calendar in alignment with the university schedule. Subjects are allocated to the faculties based on their subject expertise and interests well in advance. Time table for every semester is

prepared by the respective Time Table coordinators of various departments in consultation with the HODs and the load distribution is informed to the Principal. Teaching plan, daily diary and the assignments for the semester are prepared by the respective subject in charge before the start of the new semester. Depending on the evaluation scheme, two class tests and one college test examination are conducted per semester taking in to consideration the COs defined for each course to evaluate the students. The result analysis of the internal assessment is done and proper measures are incorporated to improve the performance by arranging remedial classes for the weaker students and giving additional assignments/tasks to the brighter students. Course files are maintained by faculty members which contains Academic calendar, Individual timetable, Teaching plan, Assignments, Class test question papers, University question papers, question banks, Quiz, Performance details etc. Remedial classes are conducted for slow learners. Besides traditional lectures infrastructure for the use of ICT in classrooms, like power point presentations, projects and audio-visual support are all available to make the delivery of the curriculum enabling and interesting for the students. Guest lectures are regularly arranged to bridge the gap in the prescribed curriculum. Tutorials are held with mentoring and participative learning encouraged. Internal assessment is done transparently with examined papers shown to students. The faculty in charge maps the course outcome with the program outcomes to ensure the attainment of the curriculum. Students are encouraged to do final year projects in industries thereby giving them the exposure to the recent trends in industries. At the end of every semester course exit feedback is taken from the students and analysed for proper measures. Special emphasis is given on the development of the overall personality of the students through the conduction of various personality development programmes. Students are encouraged to participate in NSS and other social activities so as to enable them to be socially responsible citizens. Seminars, value added courses and industrial visits are arranged to enrich the curriculum.

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

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
<b>No Data Entered/Not Applicable !!!</b>					

### 1.2 – Academic Flexibility

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

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
No file uploaded.		

#### 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
<b>No Data Entered/Not Applicable !!!</b>		

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

	Certificate	Diploma Course
Number of Students	0	0

### 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>		
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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
BA	History	8
BA	Political Science	6
BA	Economics	20
<a href="#">View File</a>		

**1.4 – Feedback System**

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
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
<p>Feedback form/formats are designed for the stakeholders. This includes faculty feedback, alumina feedback, student feedback, course exit survey, etc. Faculty feedback from the students for the respective course is taken twice on various teaching/learning aspects and it is analysed by the principal and corrective measures if any, are informed to the respective faculties for further improvements. Course exit feedback and program exit feedbacks are taken to analyse the understanding capability of the students. Feedbacks about the infrastructural facilities are taken from the final year students at the end of the program for improving the lab facilities, if any. The feedback so obtained is analysed for further improvement. Feedbacks from the parents are taken by interacting with them during Parent Teacher Meet. Feedback is taken from alumni for suggestions or improvements in the curriculum. Feedback from the final year students are taken for their suggestions in improving the curriculum and it is conveyed to the Chairman, BOS of the respective programmes of University of Nagpur. Feedbacks from faculties are also taken for their suggestions in syllabus revision. We have also installed a suggestion box which is accessible to all the stake holders so that they can give their feedback/ suggestions for improvements, if any. The alumni feedback and exit feedbacks are taken from all students. From these forms we are able to make out whether the proper teaching learning process is in place. Also, this process enables the institute to improve in the areas where ever necessary. The feedback is taken from students in order to analyse and implement as per their needs. Also, feedback is taken from experts and external examiners on quality of our students. Based on the faculty feedback the probationers and regular faculty are counselled for the lacunae. Based on the above feedbacks and suggestions received we take corrective actions to complete the loop.</p>

**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	120	68	68
BCom	Commerce	120	53	53

[View File](#)

## 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
2018	240	0	11	0	0

## 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
<b>No Data Entered/Not Applicable !!!</b>					
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No file uploaded.					

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

Yes, Teacher Mentor Scheme is implemented in the institute wherein students are assigned to a faculty member who acts as their mentor for the entire programme duration. Mentor regularly interacts with the students and monitors their academic performance and attendance. Students are counselled by the mentors, subject faculties for improving their academic performance and attendance. Mentors counsel the students regarding their performance and schedule additional lectures/practical's. At first year level, students academic and personal issues of concern are well looked after by the mentors. The students are given guidance for career, personal, besides academic issues also deal with psychosocial issues. The students who have less attendance and who have missed their internal tests are paid special attention from mentor's side. Even the students with many issues are asked to call parents for parents- mentor meetings. The mentor is also responsible to provide counselling to the student and provide guidance regarding personal and academic issues. The mentor keeps track on their improvements and counsels them accordingly. The role of the mentor is to nurture the students and guide them for any issues they are coming across. The mentors always keeps a check on the attendance of the student, the marks/grades obtained in the internals externals examinations, and regarding his/her candidature in the campus placement and provides remedial coaching.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
240	11	22 : 1

## 2.4 – Teacher Profile and Quality

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

No. of sanctioned	No. of filled positions	Vacant positions	Positions filled during	No. of faculty with
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positions			the current year	Ph.D
12	11	1	0	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 )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
<b>No Data Entered/Not Applicable !!!</b>			
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## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	653	IV	21/06/2019	19/07/2019
BCom	664	VI	03/05/2019	12/06/2019
BCom	556	V	12/12/2018	06/02/2019
BCom	663	IV	02/05/2019	10/06/2019
BCom	555	III	13/12/2018	11/02/2019
BCom	662	II	26/04/2019	21/06/2019
BCom	554	I	10/12/2018	06/02/2019
BA	551	I	04/01/2019	16/02/2019
BA	652	II	26/06/2019	21/07/2019
BA	552	III	09/01/2019	16/02/2019
<a href="#">View File</a>				

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

Continuous evaluation is carried out throughout the year through regular tests, objective tests, projects, quizzes etc. Routine tests are given and open book tests are conducted and much appreciated by students as critical thinking and creativity come to the fore. Some departments take regular, weekly tutorials. Remedial instruction is given to slow learners and challenged students. The institute has a college internal Exam committee. The exam committee works under the supervision of the Head of the institute. College test examinations help to prepare the students for University Examinations. Corrected answer papers are shown to the students for scrutiny. The teachers explain about as to how scoring by the students can be better in forthcoming examinations by expressing themselves more appropriately in response to questions. Group assessment is conducted by teachers when students are assigned group presentations on curricular and co-curricular, academic topics. The University enables students to apply for re-evaluation of University answer papers.

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

The institution is an affiliated college so it adhered to university calendar. Examinations are conducted at the end of each semester by the affiliating

University. College informs students about the university notices and circulars related to the examinations from time to time through student notice board, departmental notice boards, college website and also verbally by the faculty members of the department. All departments conduct internal assessment of students and students are well informed about these internal examinations well in advance by the department. Internal assessment dates are also provided by the college in the proposed academic calendar prepared at the beginning of each academic session, which is uploaded in the college website. In addition to this, an Academic College Calendar is prepared and printed which contains a list of all the interactive and innovative programmes to be conducted by the college, both at the faculty and student level. Detailed schedules with dates are given for college test examination. Students prepare for these examinations accordingly. Each faculty member has the college calendar to enable them to plan for activities. The IQAC evaluates such activities during their meetings.

## 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)

**No Data Entered/Not Applicable !!!**

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
664	BCom	Commerce	16	11	68.75
654	BA	Arts	20	15	75.00
<a href="#">View File</a>					

## 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)

[College started the Student Satisfaction Survey \(SSS\) on overall institutional performance from the academic session 2019-2020. The report of academic session was approved by IQAC and uploaded to the website.](#)

## 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	0	0	0
Minor Projects	0	0	0	0
Interdisciplinary Projects	0	0	0	0
Industry sponsored Projects	0	0	0	0
Projects sponsored by the University	0	0	0	0

Students Research Projects (Other than compulsory by the University)	0	0	0	0
International Projects	0	0	0	0
Any Other (Specify)	0	0	0	0
Total	0	0	0	0
<a href="#">View File</a>				

### 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
Relevance of Intellectual property Rights in the present Academic Scenario	Cluster of colleges	27/04/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
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
0	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Political Science	1
Marathi	2
<a href="#">View File</a>	

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>No Data Entered/Not Applicable !!!</b>						
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
<b>No Data Entered/Not Applicable !!!</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
Attended/Seminars/Workshops	1	12	0	0
Presented papers	0	0	0	0
Resource persons	0	0	0	0
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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
Voter Registration	Maharashtra Government	2	98
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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
0	0	0	0
No file uploaded.			

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

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Save Life	College NSS unit and Blood Bank Life Line, Nagpur	Blood Donation	3	12
Save Girl Child	NSS unit	Poster Competition	8	34
Cleanliness drive	College NSS unit and NMC	Shram daan	3	37
Save Plant	College NSS unit and NMC	Plantation	10	41
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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
<b>No Data Entered/Not Applicable !!!</b>			
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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 /research lab with contact details	Duration From	Duration To	Participant
<b>No Data Entered/Not Applicable !!!</b>					
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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
<b>No Data Entered/Not Applicable !!!</b>			
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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
61000	60590

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
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Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
<a href="#">View File</a>	

#### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Libman Master Software	Partially	2017 Libman	2017

##### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	3275	182705	144	40015	3419	222720
Reference Books	1040	418999	7	360	1047	419359
Journals	33	5485	10	3890	43	9375
e-Journals	250	5000	250	5000	500	10000
Others (specify)	22	25753	9	8610	31	34363
<a href="#">View File</a>						

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
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

#### 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	31	1	3	3	0	3	8	50	0
Added	0	0	0	0	0	0	0	0	0
Total	31	1	3	3	0	3	8	50	0

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

50 MBPS/ GBPS
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#### 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
<b>No Data Entered/Not Applicable !!!</b>	

#### 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
198000	197774	375000	374000

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)

The College has a simple mechanism for the utilization and maintenance of physical, academic and support facilities on its campus. Generally the Heads of each department raise indents for any requirement in that particular department and necessary steps are taken in regards. The facilities and amenities, which come within the purview of individual departments are under the planning and care of those departments, though the maintenance services are common for the whole college. This helps in ensuring that the utilization and care-taking of facilities happens in a decentralized way as well as in ways that are more relevant and fruitful for individual departments. The general facilities are under the care of the administrative office. The college has a central procurement system, where all departments the college can approach to place demands for facilities and/or supplies, register any functional issues and get support on maintenance. Classrooms, college premises and washrooms are cleaned by the peons. As regards equipment and amenities, the college has annual maintenance contracts with different agencies, which are responsible for their maintenance. Campus maintenance and facilities maintenance are regular features and the maintenance activities are done in a timely manner. The college aims at an optimum utilization of its facilities, for which sake practices like inter-departmental sharing of equipment or resources, staggered timing of theory and practical classes, LAN networking of equipment for extended use and so on are followed. Teams of administrative staff and teaching staff are allotted the responsibility of regularly monitoring the performance, maintenance and utilization of various 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
Financial Support from institution	Government Scholarship	53	157781
Financial Support from Other Sources			
a) National	0	0	0
b) International	000	0	0

[View File](#)

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Mentoring	18/09/2018	25	All Department
Personal Counselling	25/07/2018	60	All Department
Yoga and Meditation	27/07/2018	23	Sports Department
Remedial Coaching	20/02/2019	14	All Department
<a href="#">View File</a>			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Departmental mentoring activities related to career counselling and guidance for students	82	72	0	0
<a href="#">View File</a>					

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
<b>No Data Entered/Not Applicable !!!</b>		

## 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
<b>No Data Entered/Not Applicable !!!</b>					
<b>No file uploaded.</b>					

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	8	B.Com	Principal Arunrao	Kamla Nehru College,	M.Com



			Kalode Mahav idyalaya	Nagpur and Binzani College, Nagpur	
2019	10	B.A	Principal Arunrao Kalode Mahav idyalaya	Dhanwate National College, Nagpur	M.A
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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
<b>No Data Entered/Not Applicable !!!</b>	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Inter collegiate Singing debate competition	Institutional Level	10
Basketball, Table Tennis, Carrom and Throwball.	Institutional Level	16
college annual gathering	Institutional Level	15
Inter Department KhoKho tournament	Institutional Level	20
Inter Department Kabaddi tournament	Institutional Level	16
Volleyball	Institutional Level	20
Inter Department Cricket	Institutional Level	25
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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	Bronze	National	1	0	5470	Kunal Korde
2019	Bronze	National	1	0	5916	Shahrukh Khan
2019	Bronze	National	1	0	5715	Ritesh Mane
2019	Bronze	National	1	0	5934	Rutuja Koram
<a href="#">View File</a>						

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

The council is constituted as per the directives of Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur. The council consists of 5 members as office bearer: i) Principal of the college, ii) Two senior teacher nominated by the Principal, iii) Two students from each faculty who has shown academic merit at the preceding qualifying examination and who is engaged in full time studies in the college to be nominated by the Principal. Council Activities: The member of class representative act for running the day-to-day affairs of the college. The council plays a major role in the organization of NSS Camp, Teachers Day, Sports Day, Literary Events, Publication of the annual college magazine, Cultural Committee Admission processes. ?The Council helps in organizing Sports cultural week, blood donation camp, eye checkup camp, health check up camp once in the year in the college. ?The Council also assists in conducting awareness campaigns rally, environment consciousness rally and Swacch Bharat Abhiyan Rally every year.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

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

The Institution Practices decentralization and participative management- Every stake holder of the institution, teachers, non teaching staff and representatives of students take part in decision making. In staff council meetings, every participating staff is free to express his opinion freely. Every opinion and suggestions are taken into consideration while taking decision. The LMC of the College meets at regular intervals. The committee also has representatives of faculty and non-teaching employees of the college. The management gives suggestions on various aspects on the basis of Principal's report and feedback it gets from the society. The suggestions of the management are communicated to the teaching and non-teaching employees and implemented by the Principal. Principal also assigns specific duties to various academic and administrative bodies of the college on the basis of suggestions of the LMC and the Governing body. The college works on the principles of teamwork, collective responsibility and participatory management. For various aspects of the daily work of the college, there are various committees to look after the work. There are similar mechanisms for overall coordination and monitoring. In case of academic matters, the heads of various departments are involved. For administrative matters, the Principal, and the Office Superintendent together with the coordinators are involved. For financial matters the Principal and various committees hold the responsibility of management and monitoring. In all these matters, there is adequate representation of the teaching and the non-

teaching staff. The planning and decision making at all levels is collective and collaborative. The teaching staff also contributes to various administrative responsibilities. The heads of various departments enjoy autonomous responsibility of their departments. Several committees and cells are in operation to look after academic matters, infrastructure maintenance and utilization, campus development, research promotion, student support, augmentation of academic facilities, community outreach and so on.

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
Admission of Students	The procedure for online admissions was refined. Information from application forms for admission was used for the filling up of University Registration and Examination Forms. The admission procedure was speeded up and involved all staff members.
Industry Interaction / Collaboration	The institute has constituted IQAC Cell it arranged Industry visits to curriculum development other academic activities. Our training placement cell continuously strives for networking with industries for placements internships. The Institute has signed MOU with many reputed companies These MOUS are signed for mutual benefits, mainly for Sports, Certification courses, internships projects.
Human Resource Management	An annual staff development seminar was conducted for all the teaching staff. An annual cultural program was conducted for students.
Library, ICT and Physical Infrastructure / Instrumentation	The college has a coverage and adequate provision of IT infrastructure and facilities to the institutional system. There are also 2 laptops for the departments, which helps in teaching learning process. The entire campus is a WI-FI campus with routers and access nodes spread over it. The college has in all 25 computers with scores of peripherals like printers, scanners, photocopiers, and LCD projectors. The college offers good IT infrastructure. An overview of the past five years shows that the college has constantly tried to expand and upgrade this infrastructure. Several old computers have been upgraded or replaced by advanced models. Starting with dial-up fixed line networking for the internet

	<p>connectivity, the college moved on to leased line, then to WI-FI and VPN connectivity. Free internet facility is available for staff and students in Computer Lab, Library, staff room and office. Students are allowed to use ?INFLIBNET, e-resource facility in the library. The college has also provided for regular technical support and periodic maintenance of its IT infrastructure.</p>
Research and Development	<p>The Research Committee holds meetings and programmes to Promote the broaden the academic perspectives.</p>
Examination and Evaluation	<p>We follow University examination scheme of 80:20 wherein 80 weightage is given to end semester exam 20 weightage is given to internal test. All year round evaluation through class tests, tutorials, and student seminars/presentations keeps the students in touch with their subject. It also enhances and helps students grow in confidence for University examinations. Results of internal examinations are displayed. Parent-teacher meetings are conducted for students who have low attendance and are those who have not performed well in college.</p>
Teaching and Learning	<p>Workshops, seminars, regular use of ICT in classrooms contributed to enhancement of Teaching-Learning. To make learning more effective we have choice-based credit and grading system of examinations. We have devised new teaching pedagogies for different category of students. We ensure a perfect blend of classroom teaching ICT enabled teaching so that the students are motivated all the times. We ensure state of the Computer facilities, Library also competent faculty.</p>
Curriculum Development	<p>The institute is affiliated to the University of Nagpur therefore follows the syllabus designed by the University. However, the University representatives of our institute other faculty members give inputs in the syllabus revision process. In addition to the syllabus we believe in holistic development of the students. We have formed IQAC for the purpose also take suggestions from Industry experts.</p>

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

E-governance area	Details
Planning and Development	Planning Development is done at Sanstha level. To achieve benchmarks the management is giving all possible inputs to improve teaching learning process, improve placements etc. The institute has also planned for NIRF / ISO / QS rankings in the near future.
Administration	MIS is in place. The website displays notices before admission. Most of the Accounts documentation is digitally maintained, student information likewise.
Finance and Accounts	The institute's principal, head clerk keeps track of expenses. The office staff is responsible for receiving student fees disbursements of funds as when required. The annual record of audit balance sheet is properly maintained.
Student Admission and Support	The institute strictly does admissions as per Govt of Maharashtra mandate. As the students come from diverse backgrounds they are eligible for scholarships free ships as per govt rules. The institute supports the students throughout the course duration through grooming them with aptitude / soft skills, supporting them financially for projects, supporting them for sports other cultural activities. The Student Council liaison between the students and the staff. Academic support is provided to weak students. The Library welcomes students for reference and study. A Book Bank is also available. In case of serious illness, students are visited in hospital by staff.
Examination	The examination scheme comes under the University purview. Other exam heads like term work, practical, oral, internal tests are as per the University scheme.

### 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
<b>No Data Entered/Not Applicable !!!</b>				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
<b>No Data Entered/Not Applicable !!!</b>						
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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
<b>No Data Entered/Not Applicable !!!</b>				
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Leave, PF, Gratuity	Leave, PF, Gratuity	Travel Concession, Insurance, Health Camp

## 6.4 – Financial Management and Resource Mobilization

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

The institute conducts internal audit every year during the month of march. This is done by Management Audit by Saibaba Lok Sewa Sanstha professional chartered accountant. External audit is done by visiting committees of Joint director office of Nagpur.

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
<b>No Data Entered/Not Applicable !!!</b>		
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6.4.3 – Total corpus fund generated

0
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## 6.5 – Internal Quality Assurance System

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

Audit Type	External	Internal
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	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Joint Director Office	Yes	Principal Faculty Incharge
Administrative	Yes	Joint Director Office	Yes	Saibaba Lokseva Sanstha Principal

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

Parent-teacher meet is organized for informing parents counselling. Parent-Teacher meetings held to assess the academic progress of students parents contacted on regarding low attendance.

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

NIL

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

Introduction of skill/capability enhancement certificate courses Enhanced use of ICT by faculty in the teaching-learning process Organized Conference/Seminar/Workshop Initiatives for a green campus - solar electricity barrier free campus-ramps, toilet for persons with disability

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	Relevance of Intellectual Property Rights in the present Academic Scenario workshop conducted under collaborative activity	27/04/2019	27/04/2019	28/04/2019	104

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**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male

Awareness programme on International Women's Day	09/03/2019	09/03/2019	32	15
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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
Labelling of trees in the campus with their botanical names Bird water bowls installed on trees Solar Electricity generated - 6 lamp generated through solar panel. 98 LED bulb. Making Compost Khat Rain Water Harvesting

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	Yes	0
Ramp/Rails	Yes	0
Braille Software/facilities	Yes	0
Rest Rooms	Yes	0
Scribes for examination	No	0
Special skill development for differently abled students	No	0
Any other similar facility	No	0

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
<b>No Data Entered/Not Applicable !!!</b>							
No file uploaded.							

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

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

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Compulsory social service for students	02/07/2018	30/04/2019	145
Blood Donation camps to encourage students to donate blood	01/08/2018	31/08/2018	23



Heartfulness relaxation and Meditation	02/07/2018	30/04/2019	82
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

(i) Tree plantation (ii) Segregation of waste (iii) Rain water harvesting (iv) Waste to compost (v) Solar energy (vi) bird water bowls (vii) labelling of trees

## 7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Two Institutional Best Practices

**Best practice-I:**

- The title: Dealing with wastes in the campus.
- Objectives of the practice: A group to deal with waste management in the campus is formed constituting of students and staff of the college. The objectives of this group are:
  - a) to generate awareness among students of managing wastes.
  - b) to involve the students in cleaning their college campus.
  - c) to set up waste bins in sufficient numbers to avoid littering.
  - d) to generate consciousness among students about e-waste accumulation and disposal of e-waste from the college campus.
  - e) to promote a sense of hygiene among students.
- The context: The content of the practice is to carry out waste management in a participative manner involving both students and teachers and also the NSS.
- The Practice: At college level on waste management departments of Commerce, Arts IQAC of the college provide valuable lectures inputs. During the lectures an oath was taken by both staff and students of the college to clean the college campus regularly. Also keeping the vicinity of the college was considered a high priority.
- Evidence of success: As an outcome group of students were formed with a leader from each group. Each student in the group was asked to give a feedback on the waste scenario of the college and how it can be improved. Also a WhatsApp group was formed for easy access of the students. Important message are regularly uploaded in the group so that students actively involved can be informed at the earliest. Problems encountered Resources Required: Funding and Infrastructural bottlenecks are the main problems encountered. Availability of funds and removal of infrastructural bottlenecks together with increased students participation will make this practice a grand success.

**Best Practices-II**

- Title of the Practice: Prizes to students scoring 60 above
- Objectives of Practice:
  - To motivate the students to reach at higher levels of success and keep consistency in their academic performance.
  - To provide a tangible reminder of what is possible.
  - To support needy students.
- The Context: It promotes students who are economically backward and need financial assistance. This practice is for promoting the students to have excellent performance in University Examinations and competitions. In this context, the institution has been doing the practice of giving prizes to the students scoring 60 above.
- The Practice: Under this scheme institute and teachers gives cash prize to students who score 60 above from each class.
- Evidence of Success:
  - Every year on 15 th August 26th January Students are felicitated with cash prize.
  - Number of students are benefited motivated through this scheme.
  - Students who are economically backward have succeeded in making excellent career.
  - The impact of this practice is tremendous and the slow learners are definitely inspired by the highest score students' academic achievements. Few students who had less percentage at H.S.C. level are being motivated by this scheme have remarkable improvement in their academics.
- Problems encountered and resources required:
  - The number of students with 60 is more.

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

[http://www.pakm.in/Best\\_Practices.pdf](http://www.pakm.in/Best_Practices.pdf)

### 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

Institutional Distinctiveness To enhance the quality of teaching and learning process, the institution has initiated the Teachers Exchange Program as one of the institutional distinctiveness. Sharing of ideas and thoughts has become part of the globalization process and this is also true at the institutional level. Through the exchange of teachers with other colleges, deficiencies in some of the departments can be addressed by getting the resources from outside. Moreover, interdisciplinary approach has become very important in the field of competition. The institution strongly believes that teacher's exchange program can address these issues in a more systematic manner. Besides giving opportunities for learning the strength and weaknesses of other institutions, the exchange of teachers can also give exposure for them to express their talents outside their own comfort zone. Learning is a lifelong process the exchange of teachers will enable them to learn new things which will help them to become better mentors. Taking all this into account, the institution has signed a memorandum of understanding (MOU) with colleges in Nagpur.

Provide the weblink of the institution

[http://www.pakm.in/Institutional\\_Distinctiveness.pdf](http://www.pakm.in/Institutional_Distinctiveness.pdf)

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

We are planning to add few PG courses. Upgradation of existing laboratories and purchase of equipment to promote student projects and research activities of faculty members. Office automation to ensure an updated data management system in the college. Office automation has been planned to include an online archiving of student, faculty and staff database with necessary details. Online feedback system is planned to be introduced from the academic session 2019-2020, the results of which will be analyzed by the IQAC. The college also aims to sincerely address the issues highlighted in the feedback reports. Organization of workshop, seminar and job oriented services by the Career Counselling and Placement Unit. The college plans to organize job interviews by local companies and also organize interactive sessions of final year students with skilled professionals and alumni. Organization of seminar and workshop by the IQAC to promote the quality improvement strategies in teaching-learning, research, extension related and co-and extracurricular activities. Organization of workshop for E-content development at a larger scale and duration to promote the use of E-resources among all faculty members. The use of Learning Management System (LMS) for regular teaching, learning and evaluation related activities by maximum number of teachers will be encouraged. Construction of rain water harvesting system in the college campus. Increasing the number of environment friendly initiatives by NSS and ensuring participation of maximum students in such initiatives. Promoting participation of students and staff in seminars, workshops, sports and cultural activities organized by the college and external agencies. Promoting activities such as Yoga, physical exercise, meditation etc related to development of mental and physical fitness of students, faculty and staff. Promoting the harmony and cooperation among faculty members and ensuring overall college development by a well organized and transparent framework.