



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	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	satpute.pakm@gmail.com
Address	Behind Onkar Nagar, Manewada Ring Road, Nagpur
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. Baijayanti Swain																						
Phone no/Alternate Phone no.			07122040234																						
Mobile no.			9423636514																						
Registered Email			bjswain09@gmail.com																						
Alternate Email			prinakalode@gmail.com																						
<b>3. Website Address</b>																									
Web-link of the AQAR: (Previous Academic Year)			<a href="http://www.pakm.in/AQAR-2018-19.pdf">http://www.pakm.in/AQAR-2018-19.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://pakm.in/Academic-Calendar-2019-2020.pdf">http://pakm.in/Academic-Calendar-2019-2020.pdf</a>																						
<b>5. Accrediation Details</b>																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>C+</td> <td>1.84</td> <td>2012</td> <td>10-Mar-2012</td> <td>09-Mar-2017</td> </tr> <tr> <td>2</td> <td>B++</td> <td>2.96</td> <td>2019</td> <td>25-Mar-2019</td> <td>24-Mar-2024</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	C+	1.84	2012	10-Mar-2012	09-Mar-2017	2	B++	2.96	2019	25-Mar-2019	24-Mar-2024
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2	B++	2.96	2019	25-Mar-2019	24-Mar-2024																				
<b>6. Date of Establishment of IQAC</b>			16-Feb-2012																						
<b>7. Internal Quality Assurance System</b>																									
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To uplift the standard of Teaching-Learning Process	01-Jul-2019 300	12
Regular Feedback from parents, alumni and students collected, analysed and used For upgrading the standard	01-Jul-2019 300	70
Regular Meetings of the IQAC for quality enhancement.	01-Jul-2019 300	45
Academic Administrative Audit conducted	01-Jul-2019 330	12
Stress given on Industrial visits, Educational Tours, Guest Lectures, Certificate Courses, Community Service, Cultural Activities, Mentoring, Fitness, Remedial Classes and Skill Development Activities.	01-Jul-2019 300	230
Encouraged Faculty to Enhance Research And Publications, and students to do projects.	01-Jul-2019 300	67
Initiative taken for Collaborative Activities.	01-Jul-2019 300	140

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[View Uploaded File](#)

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	0	NIL	2020 0	0
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View Link](#)

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

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 Uploaded File</a>
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
Took Initiative to connect teachers and students (24×7). Stress given on Research and Publication. Imbided Values and Ethics among students through Cultural Programmes, and Community Service. Encouraged Teachers to adopt ICT for Teaching. Organised Seminar on the New Guidelines of NAAC.	
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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year	
Plan of Action	Achivements/Outcomes
Students Profile	Executed
Review of the Feedback Form	Executed
Academic Calendar	Executed
Organization of Summer Camp	Executed
Stress on Research & Publication	Executed
Health, Environment and Social Awareness Drive	Executed
To have better communication with the Students to cater to the needs of Students' Diversity	Executed
Mandatory Allotment of one period to ICT in a week	Executed
Formation of WhatsApp Group by every teacher for each class	Executed
To give more stress on Faculty Development Programmes: to attend. Present papers and organise Seminar/ Conference/ Workshop	Executed
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Management	08-Sep-2020
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	14-Mar-2020
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)	<p>The activities of the students' section are done through Management Information System. Online admissions of the students are carried out. Initially, the applicants fill up the application forms and the needed data is uploaded on the site of RTMNU. It gives transparency to the admission process of the college. The students are enrolled online on the site of RTMNU. Examination forms of the regular and exregular students are filled in through the college portal (online mode). The scholarship forms of the students are filled up through MahaDBT portal. The salaries of the employees of the college are done through HTE Sevarth Software. The college passes its information to AISHE through MIS website. The college is connected to the college section of the university through MIS for the following activities: Approval of the university for the regular and CHB teachers, permission for new course and additional section, and information of teaching and nonteaching staff. The question papers of the university examinations are received through online mode(just one hour before the examination).All the relevant information notices, announcements, etc. are uploaded on the college website and also circulated through social networking site( WhatsApp groups). LAN is available in the computer lab and</p>

## 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

As the institution is affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, it follows the prescribed curriculum of the university. In the beginning of the academic year, the principal holds a meeting with the teaching staff of the college, gives instructions to prepare academic calendar for the current academic session, and forms various committees for the smooth running of academic, co-curricular and administrative activities. The timetable committee prepares the timetable and the workload is distributed among the faculty members. Apart from permanent teaching staff, qualified contractual and contributory teachers are appointed to fulfil the teaching load. All the faculty members prepare the annual teaching plan and maintain daily diary to note their contribution to academic and co-curricular activities. Along with regular teaching, the teachers conduct surprise tests (at least two for a semester), a test examination, give home assignments and conduct vi-va before the university examination. After the first surprise test, the teachers come to know about the performance of the students and become confident to treat them accordingly: remedial classes for slow learners and additional assignments for advanced learners. After assessment and evaluation, every teacher analyses the COs and takes the remedial measures to improve it. The teachers adopt ICT (Power point presentation, audio visual aids and social media ) along with traditional methods (Lecture, question answer, illustrations from society, mass media, history, mythology, etc.) to make teaching-learning process lively and interesting. Study tours, industrial visits, visits to cultural sites, community service and guest lectures are organised to bring an end to the monotonous teaching- learning process, and inculcate values and ethics among the students. The students are encouraged to do projects on current national issues. Skill-based workshop, value added course and seminar are organised for the all-round development of the personality of the students. For the accomplishment and enrichment of the curriculum, feedbacks from the students, alumni and teachers are collected, analysed and action taken at the end of the academic year. All the faculty members maintain their departmental files to preserve the documents: Academic calendar, individual timetable, syllabus, teaching plan, question papers of surprise tests & test examinations, home assignments, question papers of university examinations, question banks and attendance of remedial classes.

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
Employability Skills and Trade Specific Skills	0	29/01/2020	45	Employability	Yes

#### 1.2 – Academic Flexibility

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

Programme/Course	Programme Specialization	Dates of Introduction
<b>Nil</b>	<b>NIL</b>	<b>Nil</b>
<b>No file uploaded.</b>		

### 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>Nil</b>	<b>NIL</b>	<b>Nil</b>

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

	Certificate	Diploma Course
Number of Students	<b>26</b>	<b>0</b>

## 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>Online Short Term Programme on Personality Development</b>	<b>09/06/2020</b>	<b>338</b>
<b>Pidilite (5days Workshop)</b>	<b>22/08/2019</b>	<b>30</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
<b>BA</b>	<b>Arts</b>	<b>60</b>
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## 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
<b>Feedback formats have been designed to collect feedbacks from all the stakeholders (except management): the faculty on curriculum students on curriculum, teaching-learning, evaluation and infrastructure alumni on curriculum, infrastructure and programme exit and parents' feedback on infrastructure and other facilities. Every year, the alumni and parent-teacher committee organise two meetings to interact with them, and to collect their feedbacks. After collecting the feedbacks, analysis is done and it (analysis) is followed by</b>

action. However, owing to Covid-19 pandemic, the committee became unable to hold the meeting at the end of the Academic Session-2019-2020. Recently, feedbacks from the students and alumni have been collected online. Analysis of the feedbacks has been done. After doing the analysis, the strength and weakness of the institution have been found. The strength of the institution will certainly encourage all the stake-holders to contribute more for the progress of the institution. And the measures will be taken to come over the weakness for the overall development of the institution. Thus, feedbacks on the various aspects of the institution help it to achieve its goal.

## 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	75	75
BCom	Commerce	120	36	36
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### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	233	0	12	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
0	0	0	0	0	0
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#### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes, students mentoring system is available in the college. After the admissions are over during every academic session, the principal allots the mentees to the mentors (fulltime teachers). According to the ratio of the fulltime teachers and total number of students, the mentees are allotted to the mentors. Every mentor, according to the instruction of the principal, meets his/her mentees once in a week. He/she (mentor) maintains an attendance register of the mentees. In the beginning, every mentor meets his/her mentees and speaks them about the role of the mentor in their lives. The mentors sincerely interact with the mentees, and monitor their attendance in the class, academic and personality development. The mentors counsel the mentees on their issues: academic, personal, social, psychological, health, etc. The mentors encourage the mentees to communicate with them personally during the college hour and at any time through social media to get counselling. Keeping in view their (mentees') academic skills, the mentors also give career counselling. and guide them on external and competitive examinations. The mentors, in a nut shell, look after the overall development of the mentees.



Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
233	9	1:26

## 2.4 – Teacher Profile and Quality

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

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
12	9	3	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
2020	Dr. Manohar D. Naik (State Level)	Associate Professor	Prof. Siddharth Tambe Memorial State Award
2020	Dr. Manohar D. Naik (State Level)	Associate Professor	Kusumawati Bhimrao Jadhao State Award
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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	Arts	I	08/01/2020	17/02/2020
BA	Arts	III	11/01/2020	17/02/2020
BA	Arts	V	08/01/2020	12/02/2020
BCom	Commerce	I	27/11/2019	31/01/2020
BCom	Commerce	III	02/12/2019	23/01/2020
BCom	Commerce	V	29/11/2019	21/01/2020
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### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Internal Examination Committee of the college has been constituted by the principal to conduct the internal examinations smoothly. The college conducted two unit tests and a college test examination in the annual pattern of the programmes. However, in semester pattern, unit tests are replaced by surprise tests. This reformation has saved the regular teaching- learning process from disruption ( happened during unit tests). At present, two surprise tests and a test examination are held for each semester. All the faculty members conduct surprise tests, assess and evaluate the answer papers, and show those to the students to improve their standard and to encourage the students who perform well. Apart from two mandatory surprise tests, the teachers conduct objective tests, open book tests and question-answer session to improve their (students')

standard. The aim of surprise test is to save time ( no timetable, no preparation) and to imbibe culture of regular studies in the students. The purpose of college test examination is to acquaint the students with the university examination and to drive out the phobia of examination from their minds. The question papers are set in the pattern of university examination to well prepare them for the external examination. After the examination is held, the answer papers are evaluated and results are declared by the Examination Committee. The examinees also get the opportunity to see their answer sheets after evaluation. The institution, therefore, aims to enhance the quality of its students through continuous internal assessment and evaluation.

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

The college is affiliated to Rashtrasant Tukadoji Maharaj Nagpur University. Therefore, it follows the academic calendar of the university for the external examinations. However, the college prepares its own academic calendar at the beginning of the academic session. It (calendar) includes the tentative schedule for all the curricular and o-curricular activities. In curricular activities, the calendar schedules the activities which come under the purview of teaching and learning: completion of syllabus, guest lectures, visits, study tours, projects, seminars, certificate course, internal evaluations, etc. So far as the co-curricular activities are concerned, the schedule of all the activities of NSS, Cultural Department, Women Cell and Sports Department is set in the academic calendar of the college. The university prepares timetable, sets question papers, conducts examinations and declares results of the external examinations. The college examination committee follows the guidelines-pattern of question papers, time, notice and timetable a fortnight prior to every examination, evaluation, and declaration of result- of the university to conduct internal examinations. The college examination committee and faculty members take the help of college website, notice board and social media (WhatsApp groups) to convey the messages to the students, and to answer their (students') queries. Every department of the college, apart from IQAC, has its own academic calendar for the activities of the department.

## 2.6 – Student Performance and Learning Outcomes

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

<https://www.pakm.in/Student-Satisfaction-Survey.pdf>

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
455	BA	Arts	27	27	100
465	BCom	Commerce	28	26	92.85
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## 2.7 – Student Satisfaction Survey

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

<http://www.pakm.in/Student-Satisfaction-Survey.pdf>

## 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
Nill	00	0	0	0
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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Seminar on Facing Re-accreditation Process with New Quality Indicator Framework	IQAC	03/03/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
00	0	0	Nill	0
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#### 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Nill
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
00	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)
Nill	00	0	0
No file uploaded.			

#### 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
ENGLISH	3
ECONOMICS	5
POLITICAL SCIENCE	5

PHYSICAL EDUCATION	2
COMMERCE	3
LIBRARY SCIENCE	1
SOCIOLOGY	1
<a href="#">View Uploaded 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
0	0	0	Nil	0	0	0
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
0	0	0	Nil	0	0	0
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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	4	35	0	1
Presented papers	2	4	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
Distribution of Food Grains to the poor during the time of lockdown	NSS/COMMUNITY	7	29
Blood Donation Camp	NSS/ Lifeline Blood Bank	11	12
College Level Camp (7 days)	NSS/Community	12	55
<a href="#">View File</a>			

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
00	0	0	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat Abhiyan	NSS	Cleanliness Drive	12	46
Right to Vote	NSS/ Government of Maharashtra	Registration for Voter's ID	2	27
Awareness Programme	NSS/ Government of Maharashtra	National Voter's Day	10	30
Gender Issue	NSS	Save Girl Child(Drama)	4	4
National Girl Child Day	NSS	Lecture on Pori Jara Japun	10	53
Plant Saplings, Save Environment	NSS	Plantation of Trees	10	35
International Women's Day	Women Cell/ Cluster Colleges	National Seminar on 'Working Women: Issues and Challenges'	92	0
Covid-19 Awareness	IQAC/IQACs OF OTHER COLLEGES	Online Quiz on Covid-19 Awareness	50	450
<a href="#">View File</a>				

### 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
Physical Fitness	29	College	15
<a href="#">View File</a>			

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

0	0	0	Nil	Nil	0
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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
Amateur Handball Asso. Of Maharashtra	25/09/2019	Tournament Org.	100
Amateur Handball Asso. Of Maharashtra	25/09/2019	Handball Coaching Tournament Org	40
The Maharashtra Ball-Badminton Association	27/09/2019	Ball-Badminton Coaching Tournament Org.	22
The Maharashtra Ball-Badminton Association	27/09/2019	Information sharing innovative ideas	12
Jawahar Vidyarthi Gruha, Nagpur	01/01/2019	Walkthon	400
Jawahar Vidyarthi Gruha, Nagpur	01/01/2019	Information sharing innovative ideas	30
Nagpur District Amateur Archery Asso.	25/03/2019	to focus students for their goal	45
<a href="#">View File</a>			

#### 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
50000	45200

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Newly Added
Classrooms with Wi-Fi OR LAN	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
<b>Libman Master Software</b>	<b>Partially</b>	<b>2017</b>	<b>2017</b>

#### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
<b>Text Books</b>	<b>3419</b>	<b>222720</b>	<b>56</b>	<b>13375</b>	<b>3475</b>	<b>236095</b>
<b>Reference Books</b>	<b>1046</b>	<b>419356</b>	<b>39</b>	<b>19683</b>	<b>1085</b>	<b>439039</b>
<b>e-Books</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Journals</b>	<b>43</b>	<b>9375</b>	<b>9</b>	<b>2165</b>	<b>52</b>	<b>11540</b>
<b>Digital Database</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CD &amp; Video</b>	<b>10</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>15</b>	<b>0</b>
<b>Library Automation</b>	<b>0</b>	<b>20000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20000</b>
<b>Weeding (hard &amp; soft)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Others(s pecify)</b>	<b>31</b>	<b>34363</b>	<b>8</b>	<b>13140</b>	<b>39</b>	<b>47503</b>
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>NIL</b>	<b>NIL</b>	<b>0</b>	<b>Nil</b>
<b>No file uploaded.</b>			

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwidt h (MBPS/ GBPS)	Others
<b>Existin g</b>	<b>31</b>	<b>1</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>8</b>	<b>100</b>	<b>0</b>
<b>Added</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total</b>	<b>31</b>	<b>1</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>8</b>	<b>100</b>	<b>0</b>

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

100 MBPS/ GBPS

#### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
0	Nil

#### 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
200000	198000	380000	376000

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)

Procedure and Policies for maintaining, and utilizing physical, academic and support facilities (laboratory, sports, library, sports complex, computers, classrooms, etc.) are direct and simple. The maintenance and support facilities are taken care by the office, under the supervision of the principal of the college. The faculty members (Heads of the Departments), in charge of Sports, gym and sports complex (Physical Education Teacher), Librarian, and non-teaching staff of the college communicate their needs to the heads of various committees of the college and the heads of the committees communicate the matter to the principal. The requirements are fulfilled by the principal if he finds them genuine and urgent.

#### 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	0	0	0
Financial Support from Other Sources			
a) National	0	0	0
b) International	0	0	0
No file uploaded.			

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
Remedial	14/02/2020	155	All the Departments
Mentoring	21/09/2019	233	All the Departments



Personal Counselling	21/09/2019	70	All the Departments
Language Lab	15/01/2020	16	Department of English
Yoga	15/06/2019	14	Department of Physical Education
Yoga	05/09/2019	21	Department of Physical Education
Meditation	15/06/2019	14	Department of Physical Education
Meditation	05/09/2019	21	Department of Physical Education
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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
2019	Career Counselling	25	72	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

## 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
Citi Bank	25	0	NIL	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	5	B.A	Principal Arunrao Kalode Mahavidyalaya	RTMNU Campus, CT Binzani College	M. A. - Economics, Political Science, History,

					Sociology and Political Science
2019	5	B.Com	Principal Arunrao Kalode Mahavidyalaya	Kamla Nehru, Womens College, M K Umathe College, Punjabrao Deshmukh Night College, Dr. Amedkar College College	M.Com
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	0
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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
Music Competition	Institutional level	11
Fete	Institutional level	18
Slow Cycling Competition	Institutional level	30
Cricket Match	Institutional level	24
Kabaddi Match	Institutional level	24
Volleyball Competition	Institutional level	24
Discus Throw Competition	Institutional level	35
Shot Put Throw Competition	Institutional level	25
Walking Competition	Institutional level	45
Running Competition	Institutional level	35
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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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	Bronze	National	1	Nil	5476	Kunal Korde

2020	Silver	National	1	Nil	5476	Kunal Korde
2020	Bronze	National	1	Nil	6108	Shahrukh Nadaf
2020	Silver	National	1	Nil	6108	Shahrukh Nadaf
2020	Silver	National	1	Nil	6107	Ritesh Mane

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

As per the direction of Rashtrasant Tukadoji Maharaj Nagpur University, the student council is constituted in the college. The council is comprised of five members-the principal as the chair person, two senior teachers nominated by the principal and two students (one from each faculty)- as office bearers. The principal and nominated teachers select both the students on the basis of their good academic performance and active participation in the co-curricular activities of the college. Activities of the council:-Maintaining discipline in the campus helping in keeping the campus clean playing vital role in organisation of NSS Camp, cultural programmes, events of Sports Cultural week, publication of college magazine, Blood Donation Camp, Health Check up Camp, rallies on environmental awareness, cleanliness drive, gender sensitisation, etc.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

42

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

50000

5.4.4 – Meetings/activities organized by Alumni Association :

1

### 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)

Decentralization and Participative management of the college during the last year encouraged the stake holders to contribute more and more to the development of the institution. Two most invaluable stake holders (faculty members and students' representatives) enjoyed utmost liberty to use their intellectual skills for improving the quality of the institution. The faculty members got full freedom to prepare the academic calendar of their concerned departments. Therefore, they planned the academic activities to make Teaching-Learning process more effective and interesting. Apart from regular teaching, the teachers made strategy for teaching through ICT, guest lectures, remedial

classes, tours visits, and counselling. Owing to decentralization and participative management, the teachers could transform monotonous teaching-learning process to vibrant and exciting. The next stake holders who were at liberty to play the leadership role were the students' representatives of the college. They were free to organise the cultural and co-curricular activities of the college. Although the teachers give them guidelines and monitor their activities, they were free to execute the activities. For example, they organised programme on Teachers' Day, during Cultural Week and in NSS Camp. This kind of freedom helped them to develop their skills and imbibed leadership quality in them by boosting their self-confidence. While executing their work, success gave them immense pleasure and failure an opportunity to learn. They also played a major role with the teachers in organising awareness programmes and community service. Decentralization and participative management, therefore, helped both the students and teachers to portray their managerial skills for the development of the institution.

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

Yes

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	The institution does not design its own curriculum as it is an affiliated college. It follows the curriculum framed by the University. However, feedbacks from the students, alumni and teachers on new curriculum are collected, analysed and sent to the members of the Board of Studies. At the time of implementation of new syllabus, workshops/seminars are organised by the Board of Studies in collaboration with other institutions to discuss everything about it. The faculty members of the concerned departments attend such seminars/workshops for its effective implementation. Study tour, industrial visit and workshop/seminar are organised for the students to enrich the curriculum.
Teaching and Learning	Apart from traditional methods of teaching-learning method, the institution adopts ICT to enhance its effectiveness. Guest lectures, workshop/seminar are organised to upgrade its standard. To imbibe reading culture in the students, they are encouraged to use the reading room and library. Owing to Social Media, the teaching-learning process is not confined to any specific time or day. The faculty members are connected with the students (24x7) through WhatsApp groups. These groups have increased the interaction between the teachers and

students to a greater extent. This has transformed monotonous teaching-learning process participative and motivating.

#### Examination and Evaluation

The Examination Committee conducts Test Examinations twice a year ( for odd and even semesters ) before the University Examinations. The question papers are set in the pattern of the university question papers. The purpose of the test examination is to drive out the examination phobia from the mind of the students and to prepare them well for the external examination. After the test examination, answer papers are assessed, shown to the students to point out their mistakes and to appreciate their good performance. The results are declared by the Examination Committee. The faculty members hold two surprise tests for each semester, regular class tests, tutorial and open book tests to improve the results.

#### Research and Development

The principal encourages the faculty members to enhance their research and publication for updating their knowledge and developing their academic achievements. The faculty members also voluntarily devote themselves to research to provide quality education to the students. Owing to this kind of motivation, ninety per cent of the faculty have been awarded with Doctoral Degrees. The institution encourages the faculty to attend seminars/conferences/workshops by giving them incentive of reimbursement of delegation fees. Therefore, they attend and present papers in such events. The teachers also publish research papers in journals and conference/ seminar proceedings. They guide the students to do projects to acquaint them with methods of research.

#### Library, ICT and Physical Infrastructure / Instrumentation

Every year, new text books, reference books, journals, e-journals and CDs are added to the previous stock. The data of the session 2019-2020 has already been given in 4.2.1. Augmentation of the library resources help both the teachers and students in teaching-learning process, and research. The college possesses 2 laptops, 25 computers with a numbers of peripherals: printers, scanners, photocopiers and LCD projectors which enrich its infrastructure. It has also

WI-FI and VPN connectivity. Internet connectivity is available free of cost to the staff and students in the computer lab, library, office and staff rooms. And students are allowed to use INFLIBNET and e-resources in the library. It has also a contract of maintenance for its IT infrastructure.

#### Human Resource Management

All the staff members (both teaching and nonteaching) of the college work in coordination with each other to achieve its goal. It encourages its employees to improve their performance and rewards them whenever they perform well. It provides power and position to them who actually deserve those. The faculty members are encouraged to attend faculty improvement programmes: Refreshers/Orientations/Short Term Courses/Workshops, and nonteaching staff seminars, workshops and training programmes. The students are also provided with the opportunity to participate in skill-based workshops, intra and intercollegiate activities, sports and cultural programmes for their development.

#### Industry Interaction / Collaboration

The institution organises industrial visits for the students to imbibe entrepreneurial skills in them. These activities help in enriching the curriculum. The placement cell of the college strives hard for the career counselling of the students. In this session, the cell organised a programme in collaboration with a Solar Energy Company to give the students information about Renewable Solar Energy and its employability scope. It has also signed MOUs with some business organisations for mutual benefits, especially for sports, certificate course and training programme.

#### Admission of Students

Initially, offline admissions were done in the institution. The procedure for admissions now has been reformed and the students are being admitted through online process. In the beginning of the academic session, the applicants fill in the admission forms and the data of the admitted candidates are uploaded on the site of the university for enrolment. This procedure helps in filling the examination forms of the students. They also avail scholarship on the basis of the uploaded data. Therefore, it

(online admission) has made the process easy and transparent.

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

E-governance area	Details
Student Admission and Support	<p>The institution follows the mandate of Government of Maharashtra while giving admissions to the applicants. Most of students come from socially and economically backward families. According to the policies of the Government, they are eligible for scholarships for belonging to various backward categories (SC/ST/OBC/NT/EBC). During the duration of the programmes, they get the support of the institution in grooming their aptitude/soft skills, providing financial support for projects, sports and cultural programmes for their development.</p>
Planning and Development	<p>The management of the institution makes strategy for its development. The goal is set to upgrade its standard. And all the stakeholders try hard to achieve the aim under the guidance of the principal and management. The institution is also planning for NIRF/ISO/QS ranking in future.</p>
Administration	<p>The management of the institution makes strategies, programmes and policies, while the principal shoulders the responsibilities of their execution. The administrator (principal) builds the link between the management and teachers. The principal assesses the feedbacks from the students on the teachers, library, office and infrastructure, and works towards improving it. He (principal) has a dynamic, flexible and impartial approach towards administration.</p>
Finance and Accounts	<p>The management looks after the budget of the institution. The principal maintains the record of the expenses. The fees from the students are collected and accounts maintained by the staff of the office. According to the requirements, disbursement of the funds is done by the office with the permission of the principal. The record of the annual audit balanced sheet is properly maintained.</p>
Examination	<p>The final examination (external/university) for each semester is conducted by the university. The institution follows the schedule of the</p>

university. The faculty members of the college conduct oral tests/practical, assess home assignments, award internal marks and submit internal mark sheets to the office. Later, internal marks are sent to the university for declaration of results.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	Dr. S. D. Joshi	NAAC Sponsored IQAC Seminar	Nill	500
2020	Dr. D. D. Sambare	NAAC Sponsored IQAC Seminar	Nill	500
2019	Dr. S. S. Hajare	NAAC Sponsored IQAC Seminar	Nill	500
2019	Prof. P. G. More	NAAC Sponsored IQAC Seminar	Nill	500
2019	Dr. D. R. Satpute	Working Women : Issues Challenges	Nill	250
2019	Dr. S. D. Joshi	Working Women : Issues Challenges	Nill	250
2019	Dr. B. B. Swain	Working Women : Issues Challenges	Nill	250
2019	Dr. N. N. Jangitwar	International Conference on Physical Education Well Being	00	3500
<a href="#">View File</a>				

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)
2020	Two Days	NIL			86	Nill



	Online Faculty Development Programme		05/06/2020	06/06/2020		
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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		
UGC Sponsored Orientation Programme	1	24/06/2019	13/07/2019	20		
Research Methodology	1	25/11/2019	30/11/2019	6		
Teacher Educator	1	09/12/2019	14/12/2019	6		
<a href="#">View File</a>						
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 Group Insurance	Leave, PF, Gratuity Group Insurance		Travel Concession, Group Insurance Health Insurance			
6.4 – Financial Management and Resource Mobilization						
6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)						
The institution conducts internal audit every year at the end of the financial year. It is done by the professional chartered accountant of Saibaba Lokseva Sanstha. External audit is conducted by the committee from Joint Director Office, 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			
NIL	0		0			
No file uploaded.						
6.4.3 – Total corpus fund generated						
0						
6.5 – Internal Quality Assurance System						
6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?						

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	RTMNU	Yes	Principal
Administrative	Yes	Joint Director	Yes	Saibaba Loksewa Sanstha, Management

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

Parent-Teacher meet is organised every year by Parent-Teacher Committee to have the following activities: To know the parents well. To inform them about the Academic Performance of their wards. To get feedback on the institution. To get suggestion for institutional development.

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

Nil

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

Proposal for B. Sc. and English Medium Commerce has been sent. Students and Faculty are encouraged to take the advantage of the resources of the Library. Feedback Formats have been revised. Co-coordinator has been appointed.

#### 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
2020	Facing Re-Accreditation Process with New Quality Indicator Framework	03/03/2020	03/03/2020	03/03/2020	86
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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
National Seminar on Working Women : Issues and	09/03/2020	09/03/2020	35	26

Challenges				
Drama on "PORI JARA JAPUN"	24/01/2020	24/01/2020	6	0

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
Plantation of saplings is done every year to keep the campus pollution free. Compost is made out of the Organic Waste. Solar Panels for 6 lamps have been installed. LED bulbs (96) are used to minimize the power consumption.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	No	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
2019	Nil	1	20/10/2020	2	Voting Centre for State Assembly Election	Nil	1
2020	Nil	1	15/06/2019	365	Yoga and Meditation centre	Nil	22
<a href="#">View File</a>							

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

Title	Date of publication	Follow up(max 100 words)
NIL	Nil	Nil

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

Activity	Duration From	Duration To	Number of participants
Social Service	01/07/2019	30/04/2020	155
<a href="#">View File</a>			

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

Plantation of Trees. Clean Campus. Compost from Organic Waste. Rain Water Harvesting. Use of Solar Energy.

### 7.2 – Best Practices

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

Best Practice: 1 1. Title Improving communication skills through teaching-learning process and ICT 2. Goal of the Best Practice ? To educate the students in true sense (to make them confident, fearless and independent) through the process of teaching and learning. ? To improve the communication skills of the students. ? To bring out the innovative quality in the students. ? To imbibe reading habit in the students. ? To encourage the students to take their own decision. ? To make the students capable of using the modern gadgets. ? To make the students employable. 3. The Context ? The students of the institution come from the underprivileged section of society. ? Their poor educational background makes them shy to express their difficulties before the teachers. ? They lack communication skills, hence fail to develop their personality. ? They show disinterestedness towards learning. ? They do not have self-confidence and decision-making power. ? The students lag behind academic progress owing to lack of modern gadgets which are the need of the day. ? They lack employability. 4. The Practice The institution implements the practice of Improving Communication skills through Teaching Learning process, and Information and Communication Technologies to make this process effective. The practice is as given below:- ? The teachers adopt both traditional and modern (ICT) methods of teaching to resolve the issues of the students. ? While teaching, the teachers interact with the students. They (students) are encouraged to give answer and put questions. This process enhances their (students) level of confidence. ? After completion of a chapter, they (students) are asked to write the answers of the questions of the chapter. Subsequently, the answer sheets are assessed and returned with the remarks of the teachers. It improves their writing skill. ? To make teaching-learning enjoyable and effective, students and faculty exchange programmes are held through MOU with other colleges. ? Guest lectures are organized to improve their academic/non-academic skills for better professional/personal life. ? Group discussions (on their subjects) are held to make learning participative and develop leadership quality among students. ? Smart classrooms bring an end to monotonous teaching learning process. ? Computer lab with internet is made available to the students to upgrade their academic skill. ? Language lab has been installed to improve the communication skills (listening speaking) of the students. ? What's App groups are formed to connect the faculty and students always. Interaction through the groups enhances their (students') communication skills and solves their issues. ? Skill based certificate courses and workshops are organized to make them employable. Limitations:- ? All the classrooms are not smart classrooms. ? In students exchange programme, it is not feasible to give opportunity to all the students of a class. ? It is not possible to accommodate all the students of a class in the computer lab at a time. ? All the students do not possess smart phones. 5. Evidence of Success ? Initially, the students become unwilling to take part in the practices. However, they become interested to participate in the activities gradually. ? Their attendance in the classrooms rises. ? Due to the practice, they become bold and

confident. ? They start taking their own decisions. ? They like to have interactive sessions in workshops and certificate courses. ? They confidently give answers and ask questions to their teachers in the classroom. ? They appear in the examination without fear. ? It helps them to perform well in the examination. ? The alumni of the college are going for higher education, job and self-employment. 6. Problems Encountered and Resource Required:- ? It is challenging to educate the students with weak educational background. They lack interest in studies. ? They do not have confidence to stand and speak. ? Completion of course content is a major issue because of semester pattern. The teachers are bound to complete the syllabus within the stipulated time. The teachers, therefore, get less time to organize skill-based activities. ? Efficient teachers are the resources to motivate the students and build their confidence. ? Because of the efforts of the teachers, the students become capable of improving their communication skills. ? The gadgets (computers with internet, LCD projector Language lab) of the college help the students to achieve professional skills. 7. Notes Healthy environment is needed to develop work culture in the faculty and students. Personality development programmes should be organized to enhance the communication skills of the students. Giving them small responsibilities under the supervision of the teachers would make them confident and responsible. Provide them with ample scope-books from college and personal library of the faculty, computer with internet facility, smart class room, language lab, other study material, proper guidance, skill based certificate courses, seminars/ workshops/guest lectures, counselling and cordial relationship between the faculty and students-to grow and develop. The students imitate their teachers most. Therefore, the activities of the teachers should encourage and inspire them in their lives. Faculty and student exchange programme with other nearby colleges, organizing study tours/visits, and giving stress on sports and games would bring an end to monotony in teaching-learning process. Best Practice-II:-Title:-Contribution of Waste Management to Clean Green Campus Objective of the Practice:-To ensure the protection of the environment through effective Waste Management To increase public awareness towards environmental issues To get benefits from reducing and reusing the waste material which otherwise could be hazardous To enhance the number of students and staff involvement in practice To keep the Campus clean and green To use the innovative idea to transform Waste of the Campus to Compost for the nourishment of the trees To make the Campus beautiful Context of the Practice:-The context of the practice is to handle the organic waste in and around the campus and reuse it for creative purposes to have healthy environment. The Practice:-The organic waste (dry leaves, grass, weed, paper, etc.) which is found in and around the campus could create health hazards. Therefore, the institute takes initiative to convert it to compost. The staff, students and NSS unit of the college work together for this creative and useful venture. They collect the waste, put it in the dug pit and leave it to be transformed into compost. After few months, it is taken out of the pit and used for the growth and nourishment of the trees. It does not need any financial resources. This practice keeps the campus clean. It brings awareness in the students and public. It also helps to control environmental pollution. When it is added to the soil, it increases the fertility of the soil. Evidence of Success:- The tilt of the students and staff towards the cleanliness of the campus Pollution Free, Clean, Green beautiful Campus Problems Encountered and Resources Required:- Initially, some of the students became unwilling to contribute to this programme. Later, the unwilling students could be convinced with the help of the senior teachers and NSS unit of the college. During rainy and Summer season, it was difficult to carry out this programme. Later, we have started taking the advantage of fair weather in rainy and morning time in summer to achieve the goal. Notes:-An institution needs a good ambience to encourage its stake holders to spend more time on the campus. Therefore, a pollution-free, clean and green campus is definitely providing a healthy

environment to the staff, students and community. It is also getting compost free of cost.

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

[https://www.pakm.in/Best\\_Practice\\_2019-20.pdf](https://www.pakm.in/Best_Practice_2019-20.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

7.3 Institutional Distinctiveness Although the prime aim of the institution is to enrich its Teaching-Learning Process, its sagacious planning is to make the students responsible citizens of the nation. It organises the following participative activities for the students to make them realize and fulfil their social responsibilities: Taking care of poor children:- Organising Summer Camp for them, Visiting Slums and Donating them basic things for their studies, clothe and eatables. Having concern for the inmates of the Old-Age Home: Visiting Old-Age Home with Ration and Cooked Food, Serving them Food in Lunch, Interacting with them, and Giving them Emotional Support. Encouraging Students to play drama on Gender Sensitization in Annual Cultural Event. Organizing rallies on various Social Issues during NSS Camp. Taking part in Distribution of Grains, Pulses and Vegetables to the Poor People of the locality during the Lockdown. National Anthem and University Song are sung at the beginning of the programmes to promote National Unity, Integrity and Communal Harmony. Encouraging Students to celebrate the Birth Anniversaries of Famous Social Reformers ( Jyotiba Phule, Savitri Bai Phule, Dr. B. R. Ambedkar and others).

Provide the weblink of the institution

[https://www.pakm.in/Institutional\\_Distinctiveness\\_2019-20.pdf](https://www.pakm.in/Institutional_Distinctiveness_2019-20.pdf)

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

The Future Plan of the institution is as follows: To open PG Courses on Conventional Subjects. To organised Certificate Courses to develop Communication Skills of the Students. Extra Classes for students to prepare them for Competitive Examination. To improve the standard of Teaching and Learning with the help of Students' Feedback. To promote the Culture of Research and Publication among the Faculty and Students. To organise Seminar/Conference/Workshop for Faculty Development. To have more Smart Class Rooms. To increase the resources-new books, Journals, CDs and DVDs-of Library. To organise Skill-based Seminars/Workshops to improve the employability skill of the students. To organise programmes for their career counselling. To Prepare Annual Budget and maximum utilization of Finance. Recruitment of Faculty to enhance the Teacher-Student ratio for quality Teaching-Learning process. To have innovative practices: Mentoring, Academic and Personal Counselling, and Feedback from the stake holders on teachers, infrastructure and other facilities. Creation of Students Association for Social Service, Proposal for Social Service, Health Camp for students, Gender Sensitization Programmes and Programmes on other Social Issues.