



## **YEARLY STATUS REPORT - 2021-2022**

### **Part A**

#### **Data of the Institution**

##### **1.Name of the Institution**

**SHRI LEMDEO PATIL MAHAVIDYALAYA,  
MANDHAL**

- Name of the Head of the institution **DR. PRADEEP RANDIWE**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **07100220120**
- Mobile No: **9325086388**
- Registered e-mail **lemdeopatilmahavidyalaya@hotmail.com**
- Alternate e-mail **kitspradeep@gmail.com**
- Address **Mandhal, Tal. Kuhi, Dist. Nagpur**
- City/Town **Mandhal**
- State/UT **MAHARASHTRA**
- Pin Code **441210**

##### **2.Institutional status**

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Co-education**
- Location **Rural**

- Financial Status **Grants-in aid**
- Name of the Affiliating University **The Rashtrasant Tukadoji Maharaj Nagpur University**
- Name of the IQAC Coordinator **PROF. SUNIL ALONE**
- Phone No. **07100220120**
- Alternate phone No. **07100220120**
- Mobile **8275408880**
- IQAC e-mail address **sunilalone26@gmail.com**
- Alternate e-mail address **deepaktaikar21@gmail.com**

**3. Website address (Web link of the AQAR (Previous Academic Year))** <http://www.lpmahavidyalaya.in/>

**4. Whether Academic Calendar prepared during the year?** **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: <http://www.lpmahavidyalaya.in/>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>C</b>	<b>0</b>	<b>2004</b>	<b>03/05/2004</b>	<b>02/05/2009</b>

**6. Date of Establishment of IQAC** **01/08/2012**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>Institute</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>0</b>

**8. Whether composition of IQAC as per latest NAAC guidelines** **Yes**

- Upload latest notification of formation of IQAC **No File Uploaded**

**9.No. of IQAC meetings held during the year**      **2**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?      **No**

- If No, please upload the minutes of the meeting(s) and Action Taken Report      No File Uploaded

**10.Whether IQAC received funding from any of the funding agency to support its activities during the year?**      **No**

- If yes, mention the amount

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

1. Feedback System Implemented. 2. VAPs Conducted. 3. Mentoring System Implemented. 4. MOUs and Collaborative Activities Conducted. 5. National Conference and Seminar Conducted. 6. Guest Lectures conducted. 7. Competitive Exam Guidance and Career Counselling Sessions Conducted. 8. Faculty attended national and international webinars.

**12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year**

Plan of Action	Achievements/Outcomes
Feedback	Collected
VAPs	Conducted
Mentoring System	Implemented
MoUs and Collanorations	Functional
National Conference and Seminar	Conducted
Guest Lectures	Conducted
Competitive Exam Guidance and Career Counselling Sessions	Conducted
FDPs/ Webinars	Attended

**13.Whether the AQAR was placed before**      **No**

**statutory body?**

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

**14. Whether institutional data submitted to AISHE**

**Part A****Data of the Institution**

<b>1.Name of the Institution</b>	SHRI LEMDEO PATIL MAHAVIDYALAYA, MANDHAL
• Name of the Head of the institution	DR. PRADEEP RANDIWE
• Designation	Principal
• Does the institution function from its own campus?	Yes
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• Pin Code	441210
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• Location	Rural
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• Name of the IQAC Coordinator	PROF. SUNIL ALONE				
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• IQAC e-mail address	sunilalone26@gmail.com				
• Alternate e-mail address	deepaktaikar21@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://www.lpmahavidyalaya.in/">http://www.lpmahavidyalaya.in/</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://www.lpmahavidyalaya.in/">http://www.lpmahavidyalaya.in/</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	0	2004	03/05/2004	02/05/2009
<b>6.Date of Establishment of IQAC</b>			01/08/2012		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Institute	NA	NA	NA	0	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			No File Uploaded		
<b>9.No. of IQAC meetings held during the year</b>			2		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have			No		

been uploaded on the institutional website?	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
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1. Feedback System Implemented. 2. VAPs Conducted. 3. Mentoring System Implemented. 4. MOUs and Collaborative Activities Conducted. 5. National Conference and Seminar Conducted. 6. Guest Lectures conducted. 7. Competitive Exam Guidance and Career Counselling Sessions Conducted. 8. Faculty attended national and international webinars.	
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National Conference and Seminar	Conducted
Guest Lectures	Conducted
Competitive Exam Guidance and Career Counselling Sessions	Conducted
FDPs/ Webinars	Attended
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	

Name	Date of meeting(s)
Nil	Nil

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2020-21	01/04/2021

**15. Multidisciplinary / interdisciplinary**

Multidisciplinary/ interdisciplinary subjects were present in the syllabus of affiliating university. The college has conducted Value Added Programs to make students aware of the latest happenings in the industry and society.

**16. Academic bank of credits (ABC):**

The college is yet to take step in this regard but the login IDs of students were created as per the direction of affiliating university.

**17. Skill development:**

The college focuses on the skill development of the students, and for the same many capability enhancement programs are conducted.

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

During the pandemic, all the events were conducted online along with a regular teaching-learning process. For the integration of Indian Knowledge System various days are celebrated and cultural events are conducted.

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

The college has defined various outcomes and formulated a mechanism for calculating the attainment of various outcomes.

**20. Distance education/online education:**

During the pandemic, the teaching-learning process is carried out in online mode only but college is yet to take steps regarding distance/ online education.

**Extended Profile****1. Programme**



1.1	52
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1	575
Number of students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.2	170
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.3	189
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	13
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	22
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	9
4.2 Total expenditure excluding salary during the year (INR in lakhs)	7
4.3 Total number of computers on campus for academic purposes	49

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

- Shri Lemdeo Patil Mahavidyalaya, Mandhal is affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur, and hence follows the curriculum prescribed by Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur.
- Before the commencement of each academic year, the university gives the pathway regarding the date of commencement of each semester, end of the semester, and tentative schedule of examination in the form of the university academic calendar. The academic calendar of the institute, based on the university guidelines, is then prepared and given to all the faculties concerned.
- A faculty meeting is then conducted by the Principal to discuss the academic calendar, teaching load distribution, timetable, etc.
- The timetable co-coordinator follows the given academic calendar and load distribution and accordingly prepares the timetable for the class and various courses of the programme.
- Accordingly, the students are informed about the semester academic calendar through notice-boards and the website of the institution. Final year projects, if any, are also

decided and allotted as per the interest area of students.

- Every faculty prepares the course plan and course file to deliver lectures as per the course syllabus.
- Method of continuous internal evaluation/ assessment of the student with respect to assignments, tutorials, mini-projects, final year projects, etc. is adopted by the institute as per the guidelines of the university.
- University theory examinations are conducted as per university norms and after the declaration of university results, result analysis is done and documented.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

Before commencement of each academic year, the university gives the pathway regarding the date of commencement of each semester, schedule of examinations, and term-end examination in the form of an academic term circular. The academic calendar of the institute, based on the university guidelines, is then prepared. The calendar outlines the semester classwork, internal examination, and term-end examination schedule, curricular, co-curricular, and extracurricular activities. The Principal assigns the courses based on faculty choice and areas of specialization. Then the faculty members prepare a course plan before the commencement of each semester, indicating the topics to be covered, teaching methodologies to be applied, and assignments to be given to the students with evaluation process for each allotted subject, and get it approved by the Principal. A course file for each course is prepared by the faculty which includes course objectives, outcomes, study material, references, and questions from previous examination papers. The timetable in-charge prepares the timetable as per the guidelines given by the university and load distribution. The timetable is then displayed on the notice boards.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

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

**B. Any 3 of the above**

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

## 1.2 - Academic Flexibility

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

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

2

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

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

**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data**

**requirement for year: (As per Data Template)**

0

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

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

0

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

1

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

**1.3 - Curriculum Enrichment**

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

**1. Gender**

The institute undertakes all the required initiatives to ensure gender equity in various facets of classroom teaching-learning and various activities conducted outside the classroom by incorporating an equal representation of gender without any discrimination on the basis of gender.

**2. Environment and Sustainability**

The subject 'Environmental Science' is introduced in the curriculum of the fourth semester by the university to create awareness about

environmental challenges amongst students and impart fundamental knowledge about the environment. Its main aim is to promote better environmental awareness and eco-friendly practices. Its curriculum focuses on burning issues such as global warming and its consequences, ecological studies and strategies for environmental protection, and conservation of biodiversity.

### 3. Human Values and Professional Ethics

To inculcate values among students and to gain real-life experience special days such as International Women's Day, Human Rights Day, World Environment Day, International AIDS Awareness Day, etc. are celebrated by conducting guest lectures, seminars, debates, poster exhibitions, rallies, street plays, etc. The syllabi of various subjects provide ample opportunities to deal with various values in detail, for example, the syllabus of Political Science for B.A. final year incorporates issues such as human rights and morals which are not only seriously taught in the classroom but guest lectures are also organized to highlight their importance.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

#### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

52

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

575

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders**  
**Students**  
**Teachers**  
**Employers**  
**Alumni**

**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

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

**A. Feedback collected, analyzed and action taken and feedback available on website**

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

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

**196**

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

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

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

**192**



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

## 2.2 - Catering to Student Diversity

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

The institute assesses the learning levels of students on the basis of results/ marks obtained by students in the preceding university examination. Based on the analysis, the students who fail are identified as slow learners, and passed students are identified as advanced learners.

### Strategies Adopted for Slow Learners:

The institute organizes an induction programme every year for all the admitted students. During the induction programme specific emphasis is laid on identifying slow learners by way of motivating them to actively participate in the various programmes.

Having clearly identified the slow learners, the institute goes ahead with remedial classes organized by subject teachers specifically for slow learners, doubt-clearing sessions, and re-explanation of crucial topics for improving performance.

### Strategies Adopted for Advanced Learners:

With a viewpoint to boost the inherent or already possessed talent of the advanced learners, the institute takes up a number of initiatives like offering leadership roles in a number of programmes organized within the institute or outside the institute. Apart from this, value added programmes, workshops, seminars, guest lectures, and aptitude and communication skills improvement programmes are conducted from time to time at the institute. Guidance programmes for examinations like UPSC, MPSC, NET, SET, etc. are also regularly organized.

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

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

Number of Students	Number of Teachers
575	13

File Description	Documents
Any additional information	No File Uploaded

## 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The learning experiences of the students are enriched by the following methods.

### Experimental Learning:

- The students learn social responsibility by taking part in NSS camps at nearby villages, various programmes about creating awareness on different topics, blood donation camps, etc.
- Participative learning activities like regular laboratory exercises, seminars, assignments, study tours, field visits, etc. are also conducted.
- The college invites various experts from other colleges to share their experiences with the students

### Participative learning:

- **Discussions:** Wide variety of topics relating to arts and science are discussed in order to make the students think clearly and rationally and come up with their own opinions and suggestions.
- **Debates:** Debates are conducted in most of the courses of arts and science like Marathi, Political Science, English, etc. where students are required to come up with different opinions. Debates also help students in their thought

processes to develop a sense of time management, teamwork, and critical thinking.

#### Problem Solving Methodologies:

- The problem-solving ability of the students is developed by giving them proper assignments and projects related to respective subjects.
- Tutorial classes of some subjects are used for developing students' problem-solving abilities.
- The college library is enriched with books and magazines related to competitive examinations which also prove helpful in sharpening these abilities.

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

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

The teaching-learning process is always considered as the heart of the educational process. The faculty adopts innovative techniques in the teaching and learning process to make the students aware of different modern educational equipment and technologies. The college also motivates the teachers to bring innovativeness and creativity in the teaching-learning process to make the process more effective and qualitative. All the faculty members have been using modern teaching methods and audiovisual aids along with the traditional method.

During discussion sessions and seminars, the students are quite frank and forthcoming in expressing and sharing their opinions and experiences. This contributes significantly to the peer-led learning process under the supervision of the teachers.

The students are encouraged to participate in various competitions organized by the university such as 'Avishkar Research Competition'. The students are also motivated and guided to write research papers and articles on various themes and current social issues.

All faculty members have created WhatsApp groups of their

respective departments to share and communicate information. The students share their difficulties and get solutions from faculty members on WhatsApp. The students also share their difficulties with their classmates. This has resulted in a successful mechanism of off-campus interactions.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

13

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

## 2.4 - Teacher Profile and Quality

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

13

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

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

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

11

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

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

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

205

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

## 2.5 - Evaluation Process and Reforms

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

Continuous Internal Evaluation system for evaluating the academic performance of the students is done by referring to the guidelines given by R. T. M. Nagpur University, Nagpur. Out of the 100 Marks per course, for the arts programme, the institute level assessment marks are awarded out of 20 Marks, and end semester examination is conducted for 80 marks by the university. For the science programme, out of the 150 marks per course, the institute level assessment marks are awarded out of 20 marks, practical examination out of 30 marks, and university theory exam out of 100 marks. These details are given for the majority of subjects, but

few subjects like English, Marathi, and Mathematics have specified continuous internal evaluation system as given in the syllabi of those subjects.

The institution adopts the internal assessment system prescribed by R. T. M. Nagpur University, Nagpur for the evaluation of the students.

Transparency in internal assessment is maintained by-

1. Displaying/Sharing Continuous Internal Evaluation (CIE) norms.
2. Sharing of evaluated assignments with each individual student.
3. Returning evaluated answer sheets of sessional exam.
4. Sharing evaluative remark of subject presentation/ viva-voce seminar by a panel of faculty.

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

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

**At Institute level:**

The faculty members distribute evaluated answer sheets of sessional exam/class tests and assignments to students and any clarifications or grievances are addressed by the faculty concerned within a period of three days. If any discrepancy is brought to the notice, the faculty concerned resolves it and the necessary corrective actions are initiated. If a student is not satisfied with the marks awarded even after the grievance is resolved by the faculty, the student may approach the Principal with the same grievance for further action.

**At University level:**

Students can express their grievances by applying for the following evaluation procedure:

**Exam Form Filling and Corrections if Needed:** According to the

guidelines of the university, the students are informed to fill examination forms within the stipulated time. The person concerned submits the students' information to the university online. The university then provides a checklist to the institution. The person concerned looks into the list and checks the names, subjects, class, and dates of birth of the students. He or she corrects the information and submits that checklist to the university.

**Revaluation and Recounting:** If students are not satisfied with the marks awarded, they can apply for recounting within a week from the declaration of results through the office at the institute.

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

## 2.6 - Student Performance and Learning Outcomes

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

The vision and mission statements of the institute are displayed on the college website and various places like the entrance of the institute, corridor, Principal's cabin, Trustee's cabin, library, seminar hall, etc.

Programme Educational Objectives (PEOs), Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) have been defined by the institute. PEOs, POs and PSOs are displayed on the college website, at the entrance of the institute, corridor, Principal's cabin, Trustee's cabin, library, seminar hall, and the course files of the teachers.

The course outcomes are written by the respective faculty members. All the faculty members maintain COs in their course files. COs are discussed by faculty members in the classrooms during the introductory lectures of the respective Subject /Course.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The attainment of various outcomes like COs, POs, PSOs, and PEOs is carried out in four stages, namely: Planning, Implementation, Evaluation, and Action Taken.

#### 1. Planning:

- Various outcomes are defined and a correlation is established between outcomes and tools used.

#### 2. Implementation:

- An individual faculty member uses different direct tools like class tests, university exams, assignments, seminars, projects, etc. for the evaluation of Course Outcomes (COs).
- The Principal evaluates POs and PSOs by using evaluation of COs and indirect tools like surveys/ feedback from alumni, employers, parents, teachers, and students. PEOs are also evaluated by using indirect tools only.

#### 3. Evaluation:

- Attainment of all outcomes is calculated and compared with the expected level of attainment decided by the subject teachers for COs and by the Principal for POs, PSOs, and PEOs.

#### 4. Action Taken:

- If attainment is up to the expectations, then appreciation is extended to the faculty member concerned, and in case of deviation from the expected attainment of an outcome, necessary corrective actions are initiated to improve the outcome as per expectations.



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

### 2.6.3 - Pass percentage of Students during the year

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

189

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

### 2.7 - Student Satisfaction Survey

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

<http://www.lpmahavidyalaya.in/>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

6

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

## 3.2 - Research Publications and Awards

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

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

10

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

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

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

16

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

### 3.3 - Extension Activities

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

The extension activities play an important role in harnessing the youth power for the growth and development of the nation. In view of social accountability, the institute, through itsNSS unit and NCC female wing, has made sincere and momentous efforts to sensitize its students and faculties about their social responsibilities by ensuring their active participation in several direct or indirect activities associated with burning social issues. These efforts of the institute over the years since its inception have not only resulted in developing a sense of responsibility but also in nurturing a culture which promotes the holistic development of the students by engaging them in various activities. This leads to the development of social responsibility and concern towards healthcare and community services.

### Major Extension Activities to Sensitize Students to Social Issues and to Assist their Holistic Development:

Various extension activities are regularly undertaken by the different departments or committees of the institute in order to sensitize students to social issues that contribute to their holistic development. Some of these activities are undertaken on the campus of the institute while others are carried out in the surrounding area. Different extension activities in this regard are as follows:

To inculcate the importance of national integrity, patriotism, and good citizenship, the institute makes it mandatory for the students to remain present for national festivals. Every day the institute starts with the national anthem.

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

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

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

0

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

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

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

20

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

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

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

575

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

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

9

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

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

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

3

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The institute possesses a well-developed infrastructure meeting the requirements stated by the affiliating university and other statutory bodies to fulfill the need of all stakeholders. The entire campus is spread over 4.62 acres with a built-up area of 3765.85 Sq. meter.

#### Key Features of the Institute:

- The institute has well-furnished, spacious, ventilated, and illuminated classrooms, laboratories, a computer laboratory, and other student support facilities as per university requirements.
- The institute has enough classrooms for an effective teaching-learning process and the majority of classrooms are equipped with ICT facilities.
- A seminar hall with ICT facility is available to conduct training programmes, guest lectures, workshops, seminars, conferences, FDPs, and other related activities.
- The institute possesses high-end computers with internet facility. A separate computer laboratory facility is provided for students to carry out project works, online exams, and to fill examination and scholarship forms online.
- Wi-fi facility is provided at prominent locations on the campus.

- The institute has a well-stocked library comprising plenty of books, journals, magazines, E-books, etc. as per university norms. The library is partially automated with master software.
- The library also includes a separate reading room and reference and digital section for accessing E-books, E-journals, and online open-source books through N-List.

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

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

The institute organizes sports and cultural events every year to promote and develop the extra-curricular abilities of the students.

- **Sports:** The institute has its own exclusive large playground for various outdoor and indoor games as per details tabulated below. A gymnasium is also available. The institute promotes the students to participate in intercollegiate, intra-collegiate, university, state, and national level sports competitions every year.
- **Cultural:** Members of the Cultural Committee organize various cultural activities as per dates proposed in the academic calendar. It provides the platform for students to show their talent in various on-stage activities like dancing, singing, drama, etc. The institute promotes the students to participate in intercollegiate, intra-collegiate, university, state, and national level cultural competitions every year. The institute has provisions to prepare an 'Open Auditorium' in the playground at the time of the annual gathering and any other important events or functions.

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

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

9

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

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

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

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

2.64

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

#### 4.2 - Library as a Learning Resource

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

The institute has a well-developed library equipped with Integrated Library Management System (ILMS). The library has a good collection of books both for courses run in the college and for competitive examinations. It also has subscriptions to standard journals and newspapers in Marathi, Hindi, and English. The facility of separate reading sections for teachers and



students is available. It has an Information Resource Centre (IRC) equipped with computers and the internet which is used by teachers and students to access e-books, e-journals, and online open-source books. The library is open for users from 10.00 AM to 05.00 PM. The total number of books in the library is more than 11100. The institution has subscribed to National Library Infrastructure Service (NLIS) through which staff and students can access reputed e-journals, e-books, and reference books.

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

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** A. Any 4 or more of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

1.38

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

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

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

60

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

### 4.3 - IT Infrastructure

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

The institute provides computing facilities with the required configuration for computer systems. These are distributed among the various departments for academic and administrative work. The institute has high-speed internet of 50 Mbps to cater to the need of academics as well as allied processes.

#### Key Features:

- A separate computer laboratory to facilitate internet access for all the students, staff members, and faculty members. This facility enables users to access meaningful information available online.
- E-Governance system with the help of ERPs is implemented in the Administrative office and library.
- LCD projectors, printers, scanners, CCTVs, Wi-fi, internet facility, etc. are also available for effective teaching-learning processes.
- Information Resource Centre (IRC) in the library with high-speed internet connection helps the students and faculty members to browse educational videos, e-journals, e-magazines, e-newspapers, etc.
- A set of thirty-two CCTV cameras keeps surveillance of the entire building and the campus.
- There is also a biometric machine to maintain the attendance record of the staff members.
- All these types of equipment are provided power backup by inverters and a diesel generator.
- All ICT facilities are updated as and when the need arises to do so.

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

#### 4.3.2 - Number of Computers

40

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

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

#### 4.4 - Maintenance of Campus Infrastructure

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

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

2.09

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

**Laboratories (Computer Laboratory/ Science Laboratories):**

1. The labs in the institute are administered by a Laboratory In-charge (a faculty) and a Laboratory Assistant.
2. In case of any maintenance/repairs, the Laboratory In-charge initiates the appropriate corrective action in consultation with the Principal of the institute.

**Utilization of support facilities:**

The infrastructural and resource utilization of the institute is administered by the Principal.

**Sports / Ground Maintenance:**

1. A faculty designated as Director - Physical Education is assigned the responsibility of maintaining the ground, sports accessories and supporting accessories of indoor and outdoor games.
2. Sports kits and all consumable items are bought from the outside vendors as per the requirement.

**Maintenance of Classrooms, Laboratories, and the Entire Campus:**

The institute has an in-house house-keeping team which looks after the cleanliness of all the classrooms, laboratories, and the entire campus of the institute.

**IT Facilities, Electrical Maintenance, etc.:**

Although the institution has no formal AMCs with any outside party, it is in constant touch with all the necessary services providers who are called to the institution for the maintenance and repair of various equipment, instruments, etc.

**Garden:**

The institute has a dedicated committee to take care of the garden, lawn, and indoor plants placed at various locations in the institute.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

303

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**A. All of the above**

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**194**

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**194**

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

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

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

5

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

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

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

5

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

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

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

**government examinations) during the year**

0

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

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

1

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

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

As per the directions of the Director Student Welfare, Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur institute level Student Council is formed.

The Student Council consists of following members:

1. University Representative/ General Secretary
2. Cultural Representative



**3. Sports Representative****4. Ladies Representative****5. Reserved Category Representative****6. Class Representatives****7. Faculty nominated by Principal**

The main objective of forming the student council is to develop the leadership qualities in students and the other objective of student council is to organize sports and cultural event every year.

Students are also actively involved in various other institute level committees like Grievance Redressal and Anti Sexual Harassment Committee, Anti Ragging Committee, Library Committee, IQAC etc.

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

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

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

0

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

## 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The primary objective of the alumni association is to create a platform to facilitate a congenial interaction between the alumni and the enrolled students for the benefit of the institution and the student fraternity. In order to have continuous and formal interaction, an alumni association of Shri Lemdeo Patil Mahavidyalaya, Mandhal has been registered with registration number Nagpur/0000333/2020 and a bank account with the name 'Alumni Association' has also been opened with the nearest bank. It has also been decided, during the recent alumni meet, that the alumni will be engaged to assist the institute by means of financial inclusion/support as per the willingness of the individuals. The alumni are valuable assets and the institution has a responsibility towards it. The meetings of the Alumni Association are organized in the institution itself every year to bring together old students to share their experience with current students as well as other stakeholders. In these meetings, the alumni discuss and suggest steps to be taken for the improvement and development of the institution. The alumni contribute and assist the institute in the following important areas.

1. Conduction of personality development programmes
2. Career counseling
3. Industry institute interaction
4. Placement assistance
5. Project assistance to final year students etc.

The suggestions are conveyed to the head of the institution. In the meeting, the alumni also give written feedback.

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

#### 5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

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

The vision and mission of the institute are in tune with the core values of the NAAC and the objectives of national policies on higher education. All the activities belonging to the academic, co-curricular, and extra-curricular domains are properly planned and implemented and the leadership of the institution ensures that academic activities and administrative planning go hand in hand so as to achieve the vision and mission of the institution.

The IQAC and the CDC play a vital role in formulating the action plans which are in tune with the quality policies aimed at fulfilling the vision and mission of the institution. The action plans for the academic years are formulated at the beginning of the session and are included in the institution's academic calendar. During an academic year, appropriate measures are taken to ensure that the action plan is implemented effectively.

There are various committees that look after the routine administrative activities of the institution. Every such committee consists of a few teachers. These committees submit their recommendations to the IQAC which, after deliberations in its regular meetings, decides on implementing them. Thus, every teacher of the institute participates in decision making in some way or the other. In this way, the participation of every teacher in the decision-making process is ensured in an effective and proper way.

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

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

The practice of decentralization and participative management is followed in which all the stakeholders are involved at various levels.

The management is the leading governing body which initiates various functions in the institute. Policy decisions are framed and approved in the CDC/LMC (College Development Committee / Local Management Committee) along with the IQAC. The Principal is the ex-officio Secretary of the CDC/LMC and the Chairman of the IQAC. The CDC/LMC comprises the Chairperson of the management, Principal of the college, teaching and non-teaching representatives of the teaching & non-teaching staff, the IQAC Coordinator, experts from industries, educational field, and the alumni. All the stakeholders participate in the decision-making process, and the Principal of the institution implements the decisions of the CDC/LMC for the welfare of the institute and the students. The IQAC plays a major role in decision making and also participates in framing and implementing the various policy decisions. It initiates student-centric curricular and extra-curricular support programmes which are communicated to the Principal of the institute. Decisions framed by the CDC/LMC and the IQAC are implemented by the college Principal. In this way, various work related to the institution is distributed among stakeholders and their active participation is ensured.

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The functioning of the institute operates at four different levels i.e. Management, Principal, Faculty, and Student. The institute provides various forums for all of them to develop and deploy the strategic plan at the institute and society level by assigning them various responsibilities.

The Principal, as a leader, understands the strength of the faculty and assesses the involvement of faculty while executing

specific tasks. The Principal, in consultation with the management, is empowered to allocate specific faculty to handle dedicated events in the best possible way.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Shri Chaitanyeshwar Shikshan Mandal, Nagpur is at the topmost tier in the organizational structure of the institution and holds the final authority in all internal matters. Within the college, the Principal is the institutional head and is responsible for managing the day-to-day affairs of the college.

Then there is the College Development Committee (CDC) constituted as per the norms laid down by the Maharashtra Public Universities Act, 2016 (which was earlier known as Local Management Committee). Preparing budget and financial statements, recommending the creation of teaching and non-teaching posts to the management, and discussing academic and other progress or issues of the college are the primary functions of the CDC. The institutional decisions are made by the Principal in consultation with the management. Faculty and various committee/cell in-charges are directed by the Principal.

The institute has constituted committees as per the norms of regulating authorities and also additional committees for internal coordination and monitoring of the activities. The Principal monitors the functioning of every committee and he ensures the smooth conduct of all the committees.

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

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

A. All of the above

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

## 6.3 - Faculty Empowerment Strategies

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

The institute implements several welfare measures for the teaching faculty as well as the non-teaching staff members.

### Teaching Faculty:

- Motivates and deputed teachers for pursuing higher education.
- Encourages teachers to attend workshops, conferences, seminars, short term courses, faculty development programmes, etc. and financial assistance is provided for the same.
- Encourages teachers to become members of professional bodies and to participate in the activities organized by them. Teachers are given incentives to do the same.
- Encourages teachers to participate in research-orientated activities and to publish research papers in reputed

journals/conferences.

- Promotes and motivates teachers to use ICT tools in their teaching-learning process.
- Grants promotion to teachers on time.
- Grants duty leave to teachers for attending workshops, conferences, seminars, short term courses, and faculty development programmes.

#### Non-Teaching Staff:

- The institute organizes training programmes as per the need of the non-teaching staff for the development and improvement of their skills.
- They are encouraged to participate in the organization of social events organized under community outreach services.

The other welfare provisions made for both teachers and non-teaching staff are as follows:

- Leaves (Casual, Earned, Medical, Vacation) as per the university and Govt. of Maharashtra norms
- Maternity leave for female staff members
- Provision of insurance

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

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

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

0

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

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

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

3

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

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

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

11



File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The college has a Performance Based Appraisal System (PBAS) for the teaching staff which adheres to the UGC regulations, 2010 and four amendments thereafter. Currently, the college follows the guidelines of UGC regulations, 2018. These regulations may be called the University Grants Commission (Minimum qualifications for appointment of teachers and other academic staff in universities and colleges and other measures for the maintenance of standards in higher education) Regulations, 2018.

#### Teaching staff:

API & confidential reports are collected at the end of the academic year. The Performance Based Appraisal System (PBAS) (API) is divided into three categories.

**CATEGORY- I: Teaching, Learning, and Evaluation Related Activities**

**CATEGORY- II: Co-Curricular, Extension, and Professional Development Related Activities**

**CATEGORY -III: Research and Development**

**Outcome:** Performance Based Appraisal System (PBAS) helps in identifying the potential area of faculty and staff. Through this, each faculty becomes aware of areas of improvement and

accordingly, improvement takes place.

**Decision:** The score obtained in the PBAS contributes to the decision about faculty appreciation. Faculties with a low score are personally counselled by the Principal.

**Non-Teaching staff:**

The office of the institute maintains the Confidential Report (CR) file in which the Confidential Report (CR) of the performance of the non-teaching staff prepared by the Principal is maintained.

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

## 6.4 - Financial Management and Resource Mobilization

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

The institute prepares the annual budget of each department and financial allocation is done for the recurring and non-recurring items. The internal audit of the expenditure is conducted by our office accounts department. A Chartered Accountant has been appointed by the management for external audits. This, in turn, is assessed and audited by the Administrative Officer of the Regional Joint Director Office and the Government Auditor of the Finance Department. The grants received from UGC are audited by C.A. from time to time and the expenditure statements are submitted to the UGC.

The effective and efficient use of available financial resources of the college is ensured through the proper system adopted by the college. Whenever there is a need for any expenditure incurred on any item, a proper demand in writing is made by the faculty of the department concerned or non-teaching staff with full details of the requirement to the Principal. The Principal scrutinizes the application and if the purchases cost more than Rs. 5000, then the

person concerned has to invite quotations of reputed concerns. A meeting of the purchase committee is held on the receipt of the quotation. The Principal forwards the same quotation to the management for final approval. Purchases are finally made on the approval and sanction of the management.

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

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

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

0

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

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

Before the financial year begins, the Principal and heads of various departments prepare the college budget. The college budget includes recurring and non-recurring expenses such as salary, electricity and internet charges, equipment and facilities, maintenance cost, stationery, other consumables, etc. It includes planned expenses such as the purchase of lab equipment, furniture, and other development expenses.

Mobilization of funds is done through tuition fees and consultancy and conduction of various off-line and online examinations of competitive nature.

The optimal utilization of funds is as follows:

- For salary, arrears, and welfare measures
- For mandatory deposits, the annual fee of statutory bodies/university, etc
- For creation and maintenance of academic infrastructure
- For purchasing equipment, books, and software
- For construction and renovation of the building
- For research and development
- Financial assistance for the purchase of sports equipment.
- For organizing various programmes/activities such as cultural activities, fieldwork and study tours, ICT in education, extension activities, etc.
- For improving the existing premises such as common room for girls, human rights and duties education, Career and Counselling Cell, etc.

Thus, the funds received from UGC have always been utilized properly and effectively by the college.

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

## 6.5 - Internal Quality Assurance System

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

1. National and International Seminar/ Webinar/ Conference organised.

2. Workshop for teaching and non-teaching staff related to quality conducted.

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

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

1. Feedback collected, analysed and action taken report prepared.
2. Career Katta - Career counselling initiative has been taken.

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

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

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

Being a progressive institute, We believe in providing equal opportunity to all the employees including students in matters related to gender sensitivity with facilities such as safety, security, counseling and common room for the students.

**Gender sensitivity on campus**

The institute ensures that students work together in academic, cultural, sports and other activities. However, institute takes care of gender sensitivity to ensure safety and security of students

### Safety and Security

1. Safety and security is provided on campus by deploying security guard at key locations
2. Identity cards are mandated for everyone on campus
3. Security is provided at the entrance to ensure all the visitors adhere to the entry procedure
4. CCTV cameras are installed at important locations as well as most of the classrooms.
5. Adequate provision is made with first aid box for the employees.
6. As a policy female faculty members accompany students when they participate after college hours in outdoor or indoor activities.
7. Fire extinguishing system is established as a safety measure.
8. In case of any major medical emergencies, institute has doctor on call facility available.
9. Institute has institutionalized committee for prevention, prohibition and redressal of sexual harassment of employees and students.

### Counseling

The counseling is done through Mentor: Mentee scheme available on campus.

### Common Room

Common room facilities are provided in the college for students to hold meetings, study, or simply relax.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment** **A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

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

To ensure green ambience in the campus, the college initiated a Green Audit. The pragmatic solutions and suggestions put forward by the Audit are beneficial and apposite for the college in its stride towards excellence. Solar panels are installed and fully functional in the college premises. Electricity bill has reduced marginally due to solar electricity generation.

**Solid Waste Management:-**

- The institution has dustbin at each corner, where all the solid waste are collected which include paper waste, plastic waste, food waste and other waste material. All the collected waste are disposed of with proper management.
- Eradication of weeds is carried frequently in our institution which harvesting of grown up unnecessary grass and plants, which are collected in vermi compost tank where all the waste are converted into vermi compost which use as

a fertilizer in our botanical gardens.

#### Liquid Waste Management:-

- The wastage of drinking water is connected to drainage system of local authority and botanical garden.

#### E-Waste Management

- The E-Waste generally includes the tube lights, CFL, LED, Computer waste etc. are stored into the scrap bin. As the amount of e-waste generation is very low, the college hasn't disposed it.

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

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus** A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:** A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways



**4. Ban on use of Plastic****5. landscaping with trees and plants**

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

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

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following**  
**1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**  
**5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Institute believes in cultural diversity and cultural tolerance as a key to social harmony. Cultural diversity focuses on aspects like

- Cultural practices
- Values
- Religion
- Language

Diverse cultures not only make societies more robust but also help humans to better cope with changes. Institute believes Mutual Corporation and respect among students of different community, language and religion. It also gives emphasis on adherence to the principle of cultural tolerance.

Students admitted through merit list admission process from different socio economic background. These students are admitted not only from Urban but also from Rural area. Mostly admitted students belong to Rural area.

Irrespective of the state or the religion the institute practices cultural inclusiveness to deepening mutual understanding and trust. Regardless of the cultural background institute focuses on developing the students through academics, co-curricular and extracurricular activities

Institute celebrates various cultural events such as:-

- Diwali
- Navratri

- Christmas
- Makarsankanti
- Marathi Rajbhasha Din
- Woman's Day
- Yoga Day
- Republic Day
- Independence Day
- Holi

Institute celebrates annual cultural festival where students display cultural values of different communities. Staff members also participate and display cultural uniqueness through diverse cultural activities and festivals of different communities. The cultural and demographic analysis of the faculty and staff gives a clear indication of cultural diversity with harmony. The analysis shows that there are significant differences in cultural diversity, however all the employees work in harmony and perform as members of the community.

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

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

For sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens following activities/ programs were conducted/ celebrated:-

- National Voters Day
- Right to Information Programme
- Road Safety Education Programme
- Independence day
- Republic Day
- Reading Inspiration Day (Book Exhibition and Library Orientation)
- Environmental Day
- World Population Day
- International Women's Day

- Literacy day
- Teachers day

The institution has framed the Code of Conduct Handbook to know the values, rights, duties, and responsibilities.

Title

Follow-up

The Code of Conduct for Teachers

The handbook is prepared for the teachers in which the code of conduct is given. It contains rules and regulations of behavior and moral ethics and it has been strictly followed by the teachers.

The Code of Conduct for Students

This code of conduct provides information regarding Do's Don't and moral ethics. It has been displayed in the corridor for the students in which all the instructions are given to the students with respect to their behavior in the institution.

Code of Conduct for Non-Teaching

The code of conduct handbook contains the rules of behavior and professional ethics to be observe by the nonteaching staff members in the institution.

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

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

**professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

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

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

The institution has developed a habit of celebrating / organizing national and international commemorative days, events and festivals:-

National and international commemorative days:-

1. Independence Day
2. Republic Day
3. International Women's Day
4. Teachers Day (Dr. Sarvapalli Radhakrishnan Birth Anniversary)
5. Lakshmi Narayan Day
6. Library Day (Dr. S. R. Ranganathan Birth Anniversary)

Birth/ Death Anniversaries:-

1. Gandhi Jayanti

2. Shiv Jayanti
3. Ambedkar Jayanti
4. Savitribai Phule Jayanti
5. Mahatma Phule Jayanti
6. Lal bahadur Shastri Jayanti
7. Tukdoji Maharaj Jayanti

**Events:-**

1. Annual Sports
2. Annual Cultural
3. NSS Camps

**Festivals:-**

1. Diwali
2. Navratri
3. Christmas
4. Makarsankanti
5. Raksha Bandhan

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

**7.2 - Best Practices**

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

**Best Practice - I**

1. Title of the Practice: Community Engagement through NSS

2. Objective of the Practice: To promote NSS in the neighborhood community

3. The Context: To provide the opportunities to inculcate the qualities among the students to understand social consciousness and problems of communities.

4. The Practice:

Institute Conducts various activities related to environmental protection, cleanliness drive, tree plantation, education awareness, health awareness etc.

5. Evidence of Success: Institute has got appreciation by renowned government and non-government agencies in terms of appreciation letters.

6. Problems Encountered and Resources Required: Funding is the major issue for doing activities on large scale.

**Best Practice - II**

1. Title of the Practice: Spreading Awareness About Various Scholarships Schemes of State and Central Government.

2. Objective of the Practice: To increase number of students graduating from rural area by spreading awareness about various scholarship schemes of state and national government.

3. The Context: To provide the right of education to economically backward students who stays away from education stream because of lack of awareness about various schemes of government related to scholarships.

4. The Practice: The various activities to make students aware about scholarship schemes of state and central government has been conducted.

5. Evidence of Success: It is observed that students benefitting

from scholarship provided by state and central government has notable count once this awareness program started.

**6. Problems Encountered and Resources Required:** To bring seriousness among the students of the deadlines, documents required is difficult task.

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

### 7.3 - Institutional Distinctiveness

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

The college also aims at vitalizing the learning skills with a focus on futuristic demands, vitalizing teaching learning process, ICT, Human Values, and functional relationship with all the stakeholders for the holistic development of the individual and society.

- College also strives to create virtuous, meritorious personalities and to prepare professional, creative, and humane students to serve the humanity by setting a commendable tradition of initiative and imagination.
- The institution stands apart from all other colleges by placing greater emphasis on producing professional students by providing value-based education and enabling the students to face challenges in modern life.
- The institute aims at instilling a sense of self-discipline and accountability among students and developing a respect for democratic, ethical, and moral values. Institute provides the best amenities required for students to enhance their skills, Academics, and Extra-curricular activities and brings out the best in them.
- Guest lectures, Industrial Visits are organized throughout the year, by which the students are exposed to the outside world and all the recent developments and innovations.
- To bring out the concealed talents of the students every year the institution conducts Annual Cultural and Sports Day.



- The institution has provided the best possible facilities in terms of infrastructure for teaching, learning and sports activities to make a student, complete in all dimensions.
- The Classrooms, Laboratories, Library and Administrative office are highly conducive to the overall academic environment.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

- Shri Lemdeo Patil Mahavidyalaya, Mandhal is affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur, and hence follows the curriculum prescribed by Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur.
- Before the commencement of each academic year, the university gives the pathway regarding the date of commencement of each semester, end of the semester, and tentative schedule of examination in the form of the university academic calendar. The academic calendar of the institute, based on the university guidelines, is then prepared and given to all the faculties concerned.
- A faculty meeting is then conducted by the Principal to discuss the academic calendar, teaching load distribution, timetable, etc.
- The timetable co-coordinator follows the given academic calendar and load distribution and accordingly prepares the timetable for the class and various courses of the programme.
- Accordingly, the students are informed about the semester academic calendar through notice-boards and the website of the institution. Final year projects, if any, are also decided and allotted as per the interest area of students.
- Every faculty prepares the course plan and course file to deliver lectures as per the course syllabus.
- Method of continuous internal evaluation/ assessment of the student with respect to assignments, tutorials, mini-projects, final year projects, etc. is adopted by the institute as per the guidelines of the university.
- University theory examinations are conducted as per university norms and after the declaration of university results, result analysis is done and documented.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

Before commencement of each academic year, the university gives the pathway regarding the date of commencement of each semester, schedule of examinations, and term-end examination in the form of an academic term circular. The academic calendar of the institute, based on the university guidelines, is then prepared. The calendar outlines the semester classwork, internal examination, and term-end examination schedule, curricular, co-curricular, and extracurricular activities. The Principal assigns the courses based on faculty choice and areas of specialization. Then the faculty members prepare a course plan before the commencement of each semester, indicating the topics to be covered, teaching methodologies to be applied, and assignments to be given to the students with evaluation process for each allotted subject, and get it approved by the Principal. A course file for each course is prepared by the faculty which includes course objectives, outcomes, study material, references, and questions from previous examination papers. The timetable in-charge prepares the timetable as per the guidelines given by the university and load distribution. The timetable is then displayed on the notice boards.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic**

**B. Any 3 of the above**

**council/BoS of Affiliating University  
Setting of question papers for UG/PG  
programs Design and Development of  
Curriculum for Add on/ certificate/  
Diploma Courses Assessment /evaluation  
process of the affiliating University**

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

## 1.2 - Academic Flexibility

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

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

2

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

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

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

0

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

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

0

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

1

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

**1.3 - Curriculum Enrichment**

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

**1. Gender**

The institute undertakes all the required initiatives to ensure gender equity in various facets of classroom teaching-learning and various activities conducted outside the classroom by incorporating an equal representation of gender without any discrimination on the basis of gender.

**2. Environment and Sustainability**

The subject 'Environmental Science' is introduced in the curriculum of the fourth semester by the university to create awareness about environmental challenges amongst students and impart fundamental knowledge about the environment. Its main aim is to promote better environmental awareness and eco-friendly practices. Its curriculum focuses on burning issues such as global warming and its consequences, ecological studies and strategies for environmental protection, and conservation of biodiversity.

**3. Human Values and Professional Ethics**

To inculcate values among students and to gain real-life experience special days such as International Women's Day, Human Rights Day, World Environment Day, International AIDS

Awareness Day, etc. are celebrated by conducting guest lectures, seminars, debates, poster exhibitions, rallies, street plays, etc. The syllabi of various subjects provide ample opportunities to deal with various values in detail, for example, the syllabus of Political Science for B.A. final year incorporates issues such as human rights and morals which are not only seriously taught in the classroom but guest lectures are also organized to highlight their importance.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

52

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

575

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

#### 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders  
Students Teachers Employers Alumni**

A. All of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

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

A. Feedback collected, analyzed and action taken and feedback available on website

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

#### TEACHING-LEARNING AND EVALUATION

##### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

196

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

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

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

192

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

## 2.2 - Catering to Student Diversity

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

The institute assesses the learning levels of students on the basis of results/ marks obtained by students in the preceding university examination. Based on the analysis, the students who fail are identified as slow learners, and passed students are identified as advanced learners.

### Strategies Adopted for Slow Learners:

The institute organizes an induction programme every year for all the admitted students. During the induction programme specific emphasis is laid on identifying slow learners by way of motivating them to actively participate in the various programmes.

Having clearly identified the slow learners, the institute goes ahead with remedial classes organized by subject teachers specifically for slow learners, doubt-clearing sessions, and re-explanation of crucial topics for improving performance.

### Strategies Adopted for Advanced Learners:



With a viewpoint to boost the inherent or already possessed talent of the advanced learners, the institute takes up a number of initiatives like offering leadership roles in a number of programmes organized within the institute or outside the institute. Apart from this, value added programmes, workshops, seminars, guest lectures, and aptitude and communication skills improvement programmes are conducted from time to time at the institute. Guidance programmes for examinations like UPSC, MPSC, NET, SET, etc. are also regularly organized.

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

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

Number of Students	Number of Teachers
575	13

File Description	Documents
Any additional information	No File Uploaded

### 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The learning experiences of the students are enriched by the following methods.

#### Experimental Learning:

- The students learn social responsibility by taking part in NSS camps at nearby villages, various programmes about creating awareness on different topics, blood donation camps, etc.
- Participative learning activities like regular laboratory exercises, seminars, assignments, study tours, field visits, etc. are also conducted.
- The college invites various experts from other colleges to share their experiences with the students

**Participative learning:**

- **Discussions:** Wide variety of topics relating to arts and science are discussed in order to make the students think clearly and rationally and come up with their own opinions and suggestions.
- **Debates:** Debates are conducted in most of the courses of arts and science like Marathi, Political Science, English, etc. where students are required to come up with different opinions. Debates also help students in their thought processes to develop a sense of time management, teamwork, and critical thinking.

**Problem Solving Methodologies:**

- The problem-solving ability of the students is developed by giving them proper assignments and projects related to respective subjects.
- Tutorial classes of some subjects are used for developing students' problem-solving abilities.
- The college library is enriched with books and magazines related to competitive examinations which also prove helpful in sharpening these abilities.

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

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

The teaching-learning process is always considered as the heart of the educational process. The faculty adopts innovative techniques in the teaching and learning process to make the students aware of different modern educational equipment and technologies. The college also motivates the teachers to bring innovativeness and creativity in the teaching-learning process to make the process more effective and qualitative. All the faculty members have been using modern teaching methods and audiovisual aids along with the traditional method.

During discussion sessions and seminars, the students are quite frank and forthcoming in expressing and sharing their opinions

and experiences. This contributes significantly to the peer-led learning process under the supervision of the teachers.

The students are encouraged to participate in various competitions organized by the university such as 'Avishkar Research Competition'. The students are also motivated and guided to write research papers and articles on various themes and current social issues.

All faculty members have created WhatsApp groups of their respective departments to share and communicate information. The students share their difficulties and get solutions from faculty members on WhatsApp. The students also share their difficulties with their classmates. This has resulted in a successful mechanism of off-campus interactions.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

13

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

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

13

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

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

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

11

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

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

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

205

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

#### 2.5 - Evaluation Process and Reforms

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

Continuous Internal Evaluation system for evaluating the academic performance of the students is done by referring to the guidelines given by R. T. M. Nagpur University, Nagpur. Out of the 100 Marks per course, for the arts programme, the institute level assessment marks are awarded out of 20 Marks, and end semester examination is conducted for 80 marks by the university. For the science programme, out of the 150 marks per course, the institute level assessment marks are awarded out of 20 marks, practical examination out of 30 marks, and university theory exam out of 100 marks. These details are given for the majority of subjects, but few subjects like English, Marathi, and Mathematics have specified continuous internal evaluation system as given in the syllabi of those subjects.

The institution adopts the internal assessment system prescribed by R. T. M. Nagpur University, Nagpur for the evaluation of the students.

Transparency in internal assessment is maintained by-

1. Displaying/Sharing Continuous Internal Evaluation (CIE) norms.
2. Sharing of evaluated assignments with each individual student.
3. Returning evaluated answer sheets of sessional exam.
4. Sharing evaluative remark of subject presentation/ viva-voce seminar by a panel of faculty.

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

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

**At Institute level:**

The faculty members distribute evaluated answer sheets of sessional exam/class tests and assignments to students and any clarifications or grievances are addressed by the faculty concerned within a period of three days. If any discrepancy is

brought to the notice, the faculty concerned resolves it and the necessary corrective actions are initiated. If a student is not satisfied with the marks awarded even after the grievance is resolved by the faculty, the student may approach the Principal with the same grievance for further action.

At University level:

Students can express their grievances by applying for the following evaluation procedure:

**Exam Form Filling and Corrections if Needed:** According to the guidelines of the university, the students are informed to fill examination forms within the stipulated time. The person concerned submits the students' information to the university online. The university then provides a checklist to the institution. The person concerned looks into the list and checks the names, subjects, class, and dates of birth of the students. He or she corrects the information and submits that checklist to the university.

**Revaluation and Recounting:** If students are not satisfied with the marks awarded, they can apply for recounting within a week from the declaration of results through the office at the institute.

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

## 2.6 - Student Performance and Learning Outcomes

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

The vision and mission statements of the institute are displayed on the college website and various places like the entrance of the institute, corridor, Principal's cabin, Trustee's cabin, library, seminar hall, etc.

Programme Educational Objectives (PEOs), Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) have been defined by the institute. PEOs, POs and PSOs

are displayed on the college website, at the entrance of the institute, corridor, Principal's cabin, Trustee's cabin, library, seminar hall, and the course files of the teachers.

The course outcomes are written by the respective faculty members. All the faculty members maintain COs in their course files. COs are discussed by faculty members in the classrooms during the introductory lectures of the respective Subject /Course.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The attainment of various outcomes like COs, POs, PSOs, and PEOs is carried out in four stages, namely: Planning, Implementation, Evaluation, and Action Taken.

### 1. Planning:

- Various outcomes are defined and a correlation is established between outcomes and tools used.

### 2. Implementation:

- An individual faculty member uses different direct tools like class tests, university exams, assignments, seminars, projects, etc. for the evaluation of Course Outcomes (COs).
- The Principal evaluates POs and PSOs by using evaluation of COs and indirect tools like surveys/ feedback from alumni, employers, parents, teachers, and students. PEOs are also evaluated by using indirect tools only.

### 3. Evaluation:

- Attainment of all outcomes is calculated and compared with the expected level of attainment decided by the subject teachers for COs and by the Principal for POs, PSOs, and PEOs.

#### 4. Action Taken:

- If attainment is up to the expectations, then appreciation is extended to the faculty member concerned, and in case of deviation from the expected attainment of an outcome, necessary corrective actions are initiated to improve the outcome as per expectations.

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

#### 2.6.3 - Pass percentage of Students during the year

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

189

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

#### 2.7 - Student Satisfaction Survey

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

<http://www.lpmahavidyalaya.in/>

#### RESEARCH, INNOVATIONS AND EXTENSION

##### 3.1 - Resource Mobilization for Research



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

0

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

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

0

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

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

6

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

### 3.2 - Research Publications and Awards

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

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

10

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

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

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

16

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

### 3.3 - Extension Activities

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

The extension activities play an important role in harnessing the youth power for the growth and development of the nation.

In view of social accountability, the institute, through its NSS unit and NCC female wing, has made sincere and momentous efforts to sensitize its students and faculties about their social responsibilities by ensuring their active participation in several direct or indirect activities associated with burning social issues. These efforts of the institute over the years since its inception have not only resulted in developing a sense of responsibility but also in nurturing a culture which promotes the holistic development of the students by engaging them in various activities. This leads to the development of social responsibility and concern towards healthcare and community services.

#### Major Extension Activities to Sensitize Students to Social Issues and to Assist their Holistic Development:

Various extension activities are regularly undertaken by the different departments or committees of the institute in order to sensitize students to social issues that contribute to their holistic development. Some of these activities are undertaken on the campus of the institute while others are carried out in the surrounding area. Different extension activities in this regard are as follows:

To inculcate the importance of national integrity, patriotism, and good citizenship, the institute makes it mandatory for the students to remain present for national festivals. Every day the institute starts with the national anthem.

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

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

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

0

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

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

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

20

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

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

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

575

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.4 - Collaboration**

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

9

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

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

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

3

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

**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities**

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

The institute possesses a well-developed infrastructure meeting the requirements stated by the affiliating university and other statutory bodies to fulfill the need of all stakeholders. The entire campus is spread over 4.62 acres with a built-up area of 3765.85 Sq. meter.

**Key Features of the Institute:**

- The institute has well-furnished, spacious, ventilated, and illuminated classrooms, laboratories, a computer laboratory, and other student support facilities as per university requirements.
- The institute has enough classrooms for an effective teaching-learning process and the majority of classrooms are equipped with ICT facilities.
- A seminar hall with ICT facility is available to conduct training programmes, guest lectures, workshops, seminars, conferences, FDPs, and other related activities.
- The institute possesses high-end computers with internet facility. A separate computer laboratory facility is provided for students to carry out project works, online exams, and to fill examination and scholarship forms online.
- Wi-fi facility is provided at prominent locations on the campus.
- The institute has a well-stocked library comprising plenty of books, journals, magazines, E-books, etc. as per university norms. The library is partially automated with master software.
- The library also includes a separate reading room and reference and digital section for accessing E-books, E-journals, and online open-source books through N-List.

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

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

The institute organizes sports and cultural events every year to promote and develop the extra-curricular abilities of the students.

- **Sports:** The institute has its own exclusive large playground for various outdoor and indoor games as per details tabulated below. A gymnasium is also available. The institute promotes the students to participate in intercollegiate, intra-collegiate, university, state, and

national level sports competitions every year.

- **Cultural:** Members of the Cultural Committee organize various cultural activities as per dates proposed in the academic calendar. It provides the platform for students to show their talent in various on-stage activities like dancing, singing, drama, etc. The institute promotes the students to participate in intercollegiate, intra-collegiate, university, state, and national level cultural competitions every year. The institute has provisions to prepare an 'Open Auditorium' in the playground at the time of the annual gathering and any other important events or functions.

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

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

9

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

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

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

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

2.64

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

## 4.2 - Library as a Learning Resource

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

The institute has a well-developed library equipped with Integrated Library Management System (ILMS). The library has a good collection of books both for courses run in the college and for competitive examinations. It also has subscriptions to standard journals and newspapers in Marathi, Hindi, and English. The facility of separate reading sections for teachers and students is available. It has an Information Resource Centre (IRC) equipped with computers and the internet which is used by teachers and students to access e-books, e-journals, and online open-source books. The library is open for users from 10.00 AM to 05.00 PM. The total number of books in the library is more than 11100. The institution has subscribed to National Library Infrastructure Service (NLIST) through which staff and students can access reputed e-journals, e-books, and reference books.

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

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

A. Any 4 or more of the above



File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

1.38

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

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

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

60

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

#### 4.3 - IT Infrastructure

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

The institute provides computing facilities with the required configuration for computer systems. These are distributed among the various departments for academic and administrative work. The institute has high-speed internet of 50 Mbps to cater to the need of academics as well as allied processes.

**Key Features:**

- A separate computer laboratory to facilitate internet access for all the students, staff members, and faculty members. This facility enables users to access meaningful information available online.
- E-Governance system with the help of ERPs is implemented in the Administrative office and library.
- LCD projectors, printers, scanners, CCTVs, Wi-fi, internet facility, etc. are also available for effective teaching-learning processes.
- Information Resource Centre (IRC) in the library with high-speed internet connection helps the students and faculty members to browse educational videos, e-journals, e-magazines, e-newspapers, etc.
- A set of thirty-two CCTV cameras keeps surveillance of the entire building and the campus.
- There is also a biometric machine to maintain the attendance record of the staff members.
- All these types of equipment are provided power backup by inverters and a diesel generator.
- All ICT facilities are updated as and when the need arises to do so.

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

**4.3.2 - Number of Computers**

40

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

**4.3.3 - Bandwidth of internet connection in the Institution**

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

#### 4.4 - Maintenance of Campus Infrastructure

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

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

2.09

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

##### Laboratories (Computer Laboratory/ Science Laboratories):

1. The labs in the institute are administered by a Laboratory In-charge (a faculty) and a Laboratory Assistant.
2. In case of any maintenance/repairs, the Laboratory In-charge initiates the appropriate corrective action in consultation with the Principal of the institute.

##### Utilization of support facilities:

The infrastructural and resource utilization of the institute is administered by the Principal.

**Sports / Ground Maintenance:**

1. A faculty designated as Director - Physical Education is assigned the responsibility of maintaining the ground, sports accessories and supporting accessories of indoor and outdoor games.
2. Sports kits and all consumable items are bought from the outside vendors as per the requirement.

**Maintenance of Classrooms, Laboratories, and the Entire Campus:**

The institute has an in-house house-keeping team which looks after the cleanliness of all the classrooms, laboratories, and the entire campus of the institute.

**IT Facilities, Electrical Maintenance, etc.:**

Although the institution has no formal AMCs with any outside party, it is in constant touch with all the necessary services providers who are called to the institution for the maintenance and repair of various equipment, instruments, etc.

**Garden:**

The institute has a dedicated committee to take care of the garden, lawn, and indoor plants placed at various locations in the institute.

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

**STUDENT SUPPORT AND PROGRESSION****5.1 - Student Support****5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

303

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

### 5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

194

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

194

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

**5.2 - Student Progression****5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

5

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

**5.2.2 - Number of students progressing to higher education during the year****5.2.2.1 - Number of outgoing student progression to higher education**

5

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

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

0

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

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

1	
File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>
<p>5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )</p> <p>As per the directions of the Director Student Welfare, Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur institute level Student Council is formed.</p> <p>The Student Council consists of following members:</p> <ol style="list-style-type: none"> <li>1. University Representative/ General Secretary</li> <li>2. Cultural Representative</li> <li>3. Sports Representative</li> <li>4. Ladies Representative</li> <li>5. Reserved Category Representative</li> <li>6. Class Representatives</li> <li>7. Faculty nominated by Principal</li> </ol> <p>The main objective of forming the student council is to develop the leadership qualities in students and the other objective of student council is to organize sports and cultural event every year.</p> <p>Students are also actively involved in various other institute level committees like Grievance Redressal and Anti Sexual Harassment Committee, Anti Ragging Committee, Library</p>	



**Committee, IQAC etc.**

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

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)****5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

0

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

**5.4 - Alumni Engagement**

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The primary objective of the alumni association is to create a platform to facilitate a congenial interaction between the alumni and the enrolled students for the benefit of the institution and the student fraternity. In order to have continuous and formal interaction, an alumni association of Shri Lemdeo Patil Mahavidyalaya, Mandhal has been registered with registration number Nagpur/0000333/2020 and a bank account with the name 'Alumni Association' has also been opened with the nearest bank. It has also been decided, during the recent alumni meet, that the alumni will be engaged to assist the institute by means of financial inclusion/support as per the willingness of the individuals. The alumni are valuable assets and the institution has a responsibility towards it. The

meetings of the Alumni Association are organized in the institution itself every year to bring together old students to share their experience with current students as well as other stakeholders. In these meetings, the alumni discuss and suggest steps to be taken for the improvement and development of the institution. The alumni contribute and assist the institute in the following important areas.

1. Conduction of personality development programmes
2. Career counseling
3. Industry institute interaction
4. Placement assistance
5. Project assistance to final year students etc.

The suggestions are conveyed to the head of the institution. In the meeting, the alumni also give written feedback.

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

**5.4.2 - Alumni contribution during the year (INR in Lakhs)** E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The vision and mission of the institute are in tune with the core values of the NAAC and the objectives of national policies on higher education. All the activities belonging to the

academic, co-curricular, and extra-curricular domains are properly planned and implemented and the leadership of the institution ensures that academic activities and administrative planning go hand in hand so as to achieve the vision and mission of the institution.

The IQAC and the CDC play a vital role in formulating the action plans which are in tune with the quality policies aimed at fulfilling the vision and mission of the institution. The action plans for the academic years are formulated at the beginning of the session and are included in the institution's academic calendar. During an academic year, appropriate measures are taken to ensure that the action plan is implemented effectively.

There are various committees that look after the routine administrative activities of the institution. Every such committee consists of a few teachers. These committees submit their recommendations to the IQAC which, after deliberations in its regular meetings, decides on implementing them. Thus, every teacher of the institute participates in decision making in some way or the other. In this way, the participation of every teacher in the decision-making process is ensured in an effective and proper way.

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

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

The practice of decentralization and participative management is followed in which all the stakeholders are involved at various levels.

The management is the leading governing body which initiates various functions in the institute. Policy decisions are framed and approved in the CDC/LMC (College Development Committee / Local Management Committee) along with the IQAC. The Principal is the ex-officio Secretary of the CDC/LMC and the Chairman of the IQAC. The CDC/LMC comprises the Chairperson of the management, Principal of the college, teaching and non-teaching

representatives of the teaching & non-teaching staff, the IQAC Coordinator, experts from industries, educational field, and the alumni. All the stakeholders participate in the decision-making process, and the Principal of the institution implements the decisions of the CDC/LMC for the welfare of the institute and the students. The IQAC plays a major role in decision making and also participates in framing and implementing the various policy decisions. It initiates student-centric curricular and extra-curricular support programmes which are communicated to the Principal of the institute. Decisions framed by the CDC/LMC and the IQAC are implemented by the college Principal. In this way, various work related to the institution is distributed among stakeholders and their active participation is ensured.

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

## 6.2 - Strategy Development and Deployment

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

The functioning of the institute operates at four different levels i.e. Management, Principal, Faculty, and Student. The institute provides various forums for all of them to develop and deploy the strategic plan at the institute and society level by assigning them various responsibilities.

The Principal, as a leader, understands the strength of the faculty and assesses the involvement of faculty while executing specific tasks. The Principal, in consultation with the management, is empowered to allocate specific faculty to handle dedicated events in the best possible way.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Shri Chaitanyeshwar Shikshan Mandal, Nagpur is at the topmost tier in the organizational structure of the institution and holds the final authority in all internal matters. Within the college, the Principal is the institutional head and is responsible for managing the day-to-day affairs of the college.

Then there is the College Development Committee (CDC) constituted as per the norms laid down by the Maharashtra Public Universities Act, 2016 (which was earlier known as Local Management Committee). Preparing budget and financial statements, recommending the creation of teaching and non-teaching posts to the management, and discussing academic and other progress or issues of the college are the primary functions of the CDC. The institutional decisions are made by the Principal in consultation with the management. Faculty and various committee/cell in-charges are directed by the Principal.

The institute has constituted committees as per the norms of regulating authorities and also additional committees for internal coordination and monitoring of the activities. The Principal monitors the functioning of every committee and he ensures the smooth conduct of all the committees.

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

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

A. All of the above

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

### 6.3 - Faculty Empowerment Strategies

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

The institute implements several welfare measures for the teaching faculty as well as the non-teaching staff members.

#### Teaching Faculty:

- Motivates and deposes teachers for pursuing higher education.
- Encourages teachers to attend workshops, conferences, seminars, short term courses, faculty development programmes, etc. and financial assistance is provided for the same.
- Encourages teachers to become members of professional bodies and to participate in the activities organized by them. Teachers are given incentives to do the same.
- Encourages teachers to participate in research-orientated activities and to publish research papers in reputed journals/conferences.
- Promotes and motivates teachers to use ICT tools in their teaching-learning process.
- Grants promotion to teachers on time.
- Grants duty leave to teachers for attending workshops, conferences, seminars, short term courses, and faculty development programmes.

#### Non-Teaching Staff:

- The institute organizes training programmes as per the need of the non-teaching staff for the development and improvement of their skills.

- They are encouraged to participate in the organization of social events organized under community outreach services.

The other welfare provisions made for both teachers and non-teaching staff are as follows:

- Leaves (Casual, Earned, Medical, Vacation) as per the university and Govt. of Maharashtra norms
- Maternity leave for female staff members
- Provision of insurance

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

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

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

0

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

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

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

3

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

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

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

11

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The college has a Performance Based Appraisal System (PBAS) for the teaching staff which adheres to the UGC regulations, 2010 and four amendments thereafter. Currently, the college follows



the guidelines of UGC regulations, 2018. These regulations may be called the University Grants Commission (Minimum qualifications for appointment of teachers and other academic staff in universities and colleges and other measures for the maintenance of standards in higher education) Regulations, 2018.

Teaching staff:

API & confidential reports are collected at the end of the academic year. The Performance Based Appraisal System (PBAS) (API) is divided into three categories.

CATEGORY- I: Teaching, Learning, and Evaluation Related Activities

CATEGORY- II: Co-Curricular, Extension, and Professional Development Related Activities

CATEGORY -III: Research and Development

Outcome: Performance Based Appraisal System (PBAS) helps in identifying the potential area of faculty and staff. Through this, each faculty becomes aware of areas of improvement and accordingly, improvement takes place.

Decision: The score obtained in the PBAS contributes to the decision about faculty appreciation. Faculties with a low score are personally counselled by the Principal.

Non-Teaching staff:

The office of the institute maintains the Confidential Report(CR) file in which the Confidential Report (CR) of the performance of the non-teaching staff prepared by the Principal is maintained.

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

#### 6.4 - Financial Management and Resource Mobilization

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

The institute prepares the annual budget of each department and financial allocation is done for the recurring and non-recurring items. The internal audit of the expenditure is conducted by our office accounts department. A Chartered Accountant has been appointed by the management for external audits. This, in turn, is assessed and audited by the Administrative Officer of the Regional Joint Director Office and the Government Auditor of the Finance Department. The grants received from UGC are audited by C.A. from time to time and the expenditure statements are submitted to the UGC.

The effective and efficient use of available financial resources of the college is ensured through the proper system adopted by the college. Whenever there is a need for any expenditure incurred on any item, a proper demand in writing is made by the faculty of the department concerned or non-teaching staff with full details of the requirement to the Principal. The Principal scrutinizes the application and if the purchases cost more than Rs. 5000, then the person concerned has to invite quotations of reputed concerns. A meeting of the purchase committee is held on the receipt of the quotation. The Principal forwards the same quotation to the management for final approval. Purchases are finally made on the approval and sanction of the management.

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

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

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

0

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

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

Before the financial year begins, the Principal and heads of various departments prepare the college budget. The college budget includes recurring and non-recurring expenses such as salary, electricity and internet charges, equipment and facilities, maintenance cost, stationery, other consumables, etc. It includes planned expenses such as the purchase of lab equipment, furniture, and other development expenses.

Mobilization of funds is done through tuition fees and consultancy and conduction of various off-line and online examinations of competitive nature.

The optimal utilization of funds is as follows:

- For salary, arrears, and welfare measures
- For mandatory deposits, the annual fee of statutory bodies/university, etc
- For creation and maintenance of academic infrastructure
- For purchasing equipment, books, and software
- For construction and renovation of the building
- For research and development
- Financial assistance for the purchase of sports equipment.
- For organizing various programmes/activities such as cultural activities, fieldwork and study tours, ICT in

education, extension activities, etc.

- For improving the existing premises such as common room for girls, human rights and duties education, Career and Counselling Cell, etc.

Thus, the funds received from UGC have always been utilized properly and effectively by the college.

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

## 6.5 - Internal Quality Assurance System

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

1. National and International Seminar/ Webinar/ Conference organised.

2. Workshop for teaching and non-teaching staff related to quality conducted.

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

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

1. Feedback collected, analysed and action taken report prepared.

2. Career Katta - Career counselling initiative has been taken.

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

<b>6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)</b>	<b>A. All of the above</b>
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File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

<b>INSTITUTIONAL VALUES AND BEST PRACTICES</b>
<b>7.1 - Institutional Values and Social Responsibilities</b>
7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year
Being a progressive institute, We believe in providing equal opportunity to all the employees including students in matters related to gender sensitivity with facilities such as safety, security, counseling and common room for the students.
Gender sensitivity on campus
The institute ensures that students work together in academic,

cultural, sports and other activities. However, institute takes care of gender sensitivity to ensure safety and security of students

### Safety and Security

1. Safety and security is provided on campus by deploying security guard at key locations
2. Identity cards are mandated for everyone on campus
3. Security is provided at the entrance to ensure all the visitors adhere to the entry procedure
4. CCTV cameras are installed at important locations as well as most of the classrooms.
5. Adequate provision is made with first aid box for the employees.
6. As a policy female faculty members accompany students when they participate after college hours in outdoor or indoor activities.
7. Fire extinguishing system is established as a safety measure.
8. In case of any major medical emergencies, institute has doctor on call facility available.
9. Institute has institutionalized committee for prevention, prohibition and redressal of sexual harassment of employees and students.

### Counseling

The counseling is done through Mentor: Mentee scheme available on campus.

### Common Room

Common room facilities are provided in the college for students to hold meetings, study, or simply relax.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

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

To ensure green ambience in the campus, the college initiated a Green Audit. The pragmatic solutions and suggestions put forward by the Audit are beneficial and apposite for the college in its stride towards excellence. Solar panels are installed and fully functional in the college premises. Electricity bill has reduced marginally due to solar electricity generation.

**Solid Waste Management:-**

- The institution has dustbin at each corner, where all the solid waste are collected which include paper waste, plastic waste, food waste and other waste material. All the collected waste are disposed of with proper management.
- Eradication of weeds is carried frequently in our

institution which harvesting of grown up unnecessary grass and plants, which are collected in vermi compost tank where all the waste are converted into vermi compost which use as a fertilizer in our botanical gardens.

#### Liquid Waste Management:-

- The wastage of drinking water is connected to drainage system of local authority and botanical garden.

#### E-Waste Management

- The E-Waste generally includes the tube lights, CFL, LED, Computer waste etc. are stored into the scrap bin. As the amount of e-waste generation is very low, the college hasn't disposed it.

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

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

#### 7.1.5 - Green campus initiatives include

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

A. Any 4 or All of the above



<b>1.Restricted entry of automobiles</b> <b>2.Use of Bicycles/ Battery powered vehicles</b> <b>3.Pedestrian Friendly pathways</b> <b>4.Ban on use of Plastic</b> <b>5.landscaping with trees and plants</b>	
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File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded

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

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

<b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human</b>	A. Any 4 or all of the above
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assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Institute believes in cultural diversity and cultural tolerance as a key to social harmony. Cultural diversity focuses on aspects like

- Cultural practices
- Values
- Religion
- Language

Diverse cultures not only make societies more robust but also help humans to better cope with changes. Institute believes Mutual Corporation and respect among students of different community, language and religion. It also gives emphasis on adherence to the principle of cultural tolerance.

Students admitted through merit list admission process from different socio economic background. These students are admitted not only from Urban but also from Rural area. Mostly admitted students belong to Rural area.

Irrespective of the state or the religion the institute practices cultural inclusiveness to deepening mutual understanding and trust. Regardless of the cultural background institute focuses on developing the students through academics, co-curricular and extracurricular activities

Institute celebrates various cultural events such as:-

- Diwali
- Navratri
- Christmas
- Makarsankanti
- Marathi Rajbhasha Din
- Woman's Day
- Yoga Day
- Republic Day
- Independence Day
- Holi

Institute celebrates annual cultural festival where students display cultural values of different communities. Staff members also participate and display cultural uniqueness through diverse cultural activities and festivals of different communities. The cultural and demographic analysis of the faculty and staff gives a clear indication of cultural diversity with harmony. The analysis shows that there are significant differences in cultural diversity, however all the employees work in harmony and perform as members of the community.

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

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

For sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens following activities/ programs were conducted/ celebrated:-

- National Voters Day
- Right to Information Programme
- Road Safety Education Programme
- Independence day
- Republic Day
- Reading Inspiration Day (Book Exhibition and Library Orientation)

- Environmental Day
- World Population Day
- International Women's Day
- Literacy day
- Teachers day

The institution has framed the Code of Conduct Handbook to know the values, rights, duties, and responsibilities.

Title

Follow-up

The Code of Conduct for Teachers

The handbook is prepared for the teachers in which the code of conduct is given. It contains rules and regulations of behavior and moral ethics and it has been strictly followed by the teachers.

The Code of Conduct for Students

This code of conduct provides information regarding Do's Don't and moral ethics. It has been displayed in the corridor for the students in which all the instructions are given to the students with respect to their behavior in the institution.

Code of Conduct for Non-Teaching

The code of conduct handbook contains the rules of behavior and professional ethics to be observe by the nonteaching staff members in the institution.

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

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this**

A. All of the above

regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff  
4. Annual awareness programmes on Code of Conduct are organized

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

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

The institution has developed a habit of celebrating / organizing national and international commemorative days, events and festivals:-

National and international commemorative days:-

1. Independence Day
2. Republic Day
3. International Women's Day
4. Teachers Day (Dr. Sarvapalli Radhakrishnan Birth Anniversary)
5. Lakshmi Narayan Day
6. Library Day (Dr. S. R. Ranganathan Birth Anniversary)

**Birth/ Death Anniversaries:-**

1. Gandhi Jayanti
2. Shiv Jayanti
3. Ambedkar Jayanti
4. Savitribai Phule Jayanti
5. Mahatma Phule Jayanti
6. Lal bahadur Shastri Jayanti
7. Tukdoji Maharaj Jayanti

**Events:-**

1. Annual Sports
2. Annual Cultural
3. NSS Camps

**Festivals:-**

1. Diwali
2. Navratri
3. Christmas
4. Makarsankanti
5. Raksha Bandhan

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

## 7.2 - Best Practices

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

### Best Practice - I

1. Title of the Practice: Community Engagement through NSS

2. Objective of the Practice: To promote NSS in the neighborhood community

3. The Context: To provide the opportunities to inculcate the qualities among the students to understand social consciousness and problems of communities.

4. The Practice:

Institute Conducts various activities related to environmental protection, cleanliness drive, tree plantation, education awareness, health awareness etc.

5. Evidence of Success: Institute has got appreciation by renowned government and non-government agencies in terms of appreciation letters.

6. Problems Encountered and Resources Required: Funding is the major issue for doing activities on large scale.

### Best Practice - II

1. Title of the Practice: Spreading Awareness About Various Scholarships Schemes of State and Central Government.

2. Objective of the Practice: To increase number of students graduating from rural area by spreading awareness about various

scholarship schemes of state and national government.

3. **The Context:** To provide the right of education to economically backward students who stays away from education stream because of lack of awareness about various schemes of government related to scholarships.

4. **The Practice:**The various activities to make students aware about scholarship schemes of state and central government has been conducted.

5. **Evidence of Success:** It is observed that students benefitting from scholarship provided by state and central government has notable count once this awareness program started.

6. **Problems Encountered and Resources Required:** To bring seriousness among the students of the deadlines, documents required is difficult task.

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

### 7.3 - Institutional Distinctiveness

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

The college also aims at vitalizing the learning skills with a focus on futuristic demands, vitalizing teaching learning process, ICT, Human Values, and functional relationship with all the stakeholders for the holistic development of the individual and society.

- College also strives to create virtuous, meritorious personalities and to prepare professional, creative, and humane students to serve the humanity by setting a commendable tradition of initiative and imagination.

- The institution stands apart from all other colleges by placing greater emphasis on producing professional students by providing value-based education and enabling the students to face challenges in modern life.



- The institute aims at instilling a sense of self-discipline and accountability among students and developing a respect for democratic, ethical, and moral values. Institute provides the best amenities required for students to enhance their skills, Academics, and Extra-curricular activities and brings out the best in them.
- Guest lectures, Industrial Visits are organized throughout the year, by which the students are exposed to the outside world and all the recent developments and innovations.
- To bring out the concealed talents of the students every year the institution conducts Annual Cultural and Sports Day.
- The institution has provided the best possible facilities in terms of infrastructure for teaching, learning and sports activities to make a student, complete in all dimensions.
- The Classrooms, Laboratories, Library and Administrative office are highly conducive to the overall academic environment.

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

### 7.3.2 - Plan of action for the next academic year

1. To conduct one Value Added Program for every class.
2. To collect feedback, analyze it and take action on suggestions given.
3. To plan study tour of students.
4. To identify slow and advanced learners.
5. To allocate mentors to the students.
6. To calculate attainment of outcomes.
7. To conduct workshop related to research.
8. To request faculty for publishing paper in UGC Care

Journals.

9. To plan NSS Activities with maximum involvement of students.
10. To do 2 fresh MOUs.
11. To update libaray.
12. To aware students about government and non-government scholarship schemes.
13. To improve placements.
14. To strengthenalumni relations.
15. To organize FDP and ADP.
16. To initiate quality initiatives under IQAC.
17. To work on best practices and distinctivenmess of college.
18. To strengthen efforts for renewable enegy use, waste management and green initiatives etc.