Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**MANOHARRAO KAMDI MAHAVIDYALAYA CHITANVISPURA MAHAL NAGPUR**
Name of the head of the Institution	**Dr. Usha Sakure**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**No**
Phone no/Alternate Phone no.	**017222551768**
Mobile no.	**9765800011**
Registered Email	**manoharraokamdi@gmail.com**
Alternate Email	**usha.ngp6@gmail.com**
Address	**Sant Sonaji Wadi, Chitanvispura, Mahal, Nagpur.**
City/Town	**Nagpur**
State/UT	**Maharashtra**
Pincode	**440032**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr.Meenakshi Wasnik**
Phone no/Alternate Phone no.	**017222551768**
Mobile no.	**8329208072**
Registered Email	**manoharraokamdi@gmail.com**
Alternate Email	**mvwasnik@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://manoharraokamdi.edu.in/AQAR/Report/2018-19.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://manoharraokamdi.edu.in/AQAR/2019-20/Institutional-Calendar.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**C**	**00**	**2004**	**16-Sep-2004**	**15-Sep-2009**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**07-Oct-2004**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Regular meetings of IQAC	**06-Jul-2019**	**9**

are conducted	1	
Academic calendar is prepared	01-Jul-2019 2	2
Formation of new committees and cells to conduct programme	06-Jul-2019 1	9
Published research papers in UGC listed Journals	16-Jul-2019 40	4
NSS unit of the college was revived, and several programmes were conducted all the year round.	08-Aug-2019 1	50
Conducted college festival Yuvarang	09-Jan-2019 2	80
Academic and administrative audit conducted	06-Apr-2019 1	4
Mou with paramarsh to facilitate naac process and workshop	11-Jun-2020 1	14
Feedback from all stakeholders collected, analysed and used for improvement.	16-May-2020 2	45
Webinar on Future Generation Academicians	24-Apr-2020 1	30

L::asset('/'),'public/').'/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'.$instdata->upload_special_status)}}

No Files Uploaded !!!

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

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

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	<u>View Link</u>
10. Number of IQAC meetings held during the year :	**2**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional	**Yes**

website	
Upload the minutes of meeting and action taken report	[View Uploaded File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

• Lecture series of all the departments were conducted. • Publication of Annual college magazine AAradhana • Youth Day as Yuvarang was Celebrated. • Sports Day was celebrated. • Meeting with Member of Paramarsh to facilitate Naac work. • Intercollegiate PPT competition was organized • IQAC News Bulletin 201920 was published highlighting all the major and minor activities conducted by the various departments and cells of the institute.

No Files Uploaded !!!

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

Plan of Action	Achivements/Outcomes
Distribution of port folios to the faculty member under various cells and committees of the college	Various Cells were distributed to the faculty members and planning of various activities and programmes were discussed and finalized.
Promotion of Research Activities	Faculty members are informed to focus on Research area and accordingly they were suggested to publish their respective work in Research journal
Academic Calendar of the Institution to be prepared before the beginning of the next session and displayed on the college website and the notice board.	Academic Calendar of the Institution was prepared at the beginning f the session and chalked out programmes for curricular and extra-curricular activities. Implemented by all the departments and the reports are submitted to the authority. This year also academic calendar was prepared and discussed with all the stake holders. Proposed activities were discussed and implemented asper the schedule.
Guest Lecture Series conducted	conducted for the students to get the insights and perspectives of the guest lectures specific field. Another benefit is the is the link that the students get to make between what they learn in their textbooks and the experiences shared by the guest speakers.
Person and Personalities Cell Conducted	Great persons and personalities

Birth Anniversaries	influence the students and leave indelible impression upon their minds from their struggles to their passions and achieving success much can be learnt from them. Keeping this in mind we have formed this cell which will give power to their dreams and pave way towards success.
To publish Research papers in UGC care listed Journals.	papers were published in UGC care listed Journals.
Yuva rang the annual festival of the students	Intercollegiate competitions are arranged so that students intermingle and learn from each other to stride forward confidently in life.

No Files Uploaded !!!

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

Name of Statutory Body	Meeting Date
COLLEGE DEVELOPOMENT COMMITTEE	06-Dec-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**

16. Whether institutional data submitted to AISHE:	**Yes**

Year of Submission	**2020**

Date of Submission	**30-Jan-2020**

17. Does the Institution have Management Information System ?	**No**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

At the beginning of each academic year, the Principal convenes the meeting of the faculty members in order to discuss and demarcate a tentative annual plan for teaching so as to implement the designed curriculum effectively provided by the university. It is mandatory to adhere to university syllabus and examination pattern. The syllabus is unitized and the departmental Heads monitor the completion of syllabus from time to time. In addition, Principal also interacts regularly with faculty members for effective planning and implementation of curriculum. The departmental -annual plan for teaching is

prepared by the head of each department and is submitted to the IQAC for approval. At the conclusion of each academic session the principal convenes the meeting with the heads of each department in order to assess the annual plan for teaching is executed in a time bound manner and at the same point of time, completion report of planned curriculum is presented to the principal by the various heads of the departments for principal's approval in case of failure of completing the planned curriculum in stipulated time extra classes are engaged. Individual teaching plan is also prepared at the beginning of the session and monitored by IQAC on monthly basis. For effective implementation of curriculum, the following methods are used. • Annual Teaching Plan are prepared by each department and followed • Academic Calendar is designed to execute Annual Plan for teaching in a stipulated time. Regular classroom activities are maintained on daily basis • Four-unit tests and two term exams each before the conclusion of the session are conducted to make the students examination friendly • To make teaching more meaningful, charts, posters, diagrams, graphs, photographs and modern teaching equipment?s like LCD are used. PPTs are shown to the student to make teaching learning interesting. • ICT in teaching is used in the form of small presentations in varied and diverse fields to simplify the subject and arouse the desire and curiosity of the learners. • Regular staff council meetings are organized for assessing effective implementation of curriculum. Regular Student Council meetings are held to solve student related matters. • Lectures series are organized by eminent Resource person of other colleges to enhance subject knowledge to the students. Activities like guests? lectures, essay writing competition, quiz, debate, and elocution are organized regularly. These activities prove very useful for development of skills. Soft Skills Development and Personality Development Programmes are conducted regularly in the college. This gives insight and helps to build better outlook towards their subjects. College administration also keeps a vigilant eye on the results, departmental proceedings and student needs and also keeps record of the different activities of the college regarding teaching learning, development and improvements of different methods of effective curriculum delivery.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
NIL	Nil	Nil	Nil	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	NIL	Nill

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
00NI	Nill	Nill

No file uploaded.

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nill	NIL	Nill

No file uploaded.

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	No

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

Feedback Obtained

Feedback is an essential part of education which helps the institute to maximize their potentials, raise their awareness od strength and areas of improvement. Feedback serves as an essential element in improving the quality and effectiveness of the institute. It plays an important role in the involvement of the students in the institutional governance thereby making a two-way communication process possible. Obtaining feedback from students on the curriculum and syllabus is crucial for colleges to ensure that the educational programs meet their needs, are engaging, and promote effective learning. Additionally, student feedback plays a vital role in overall institutional development as it helps colleges identify areas for improvement, make necessary adjustments, and enhance the quality of education provided. In this feedback, students often express their opinions on various aspects of the curriculum and syllabus, such as relevance, comprehensiveness, teaching methods, assessment techniques, and alignment with their career goals. a) Students feedback on Syllabus: One common area of feedback from students is the relevance of the curriculum to their chosen field of study. Students expect their courses to provide knowledge and skills that are applicable to their future careers. They appreciate a curriculum that incorporates practical, real-world examples and encourages hands-on learning experiences. Feedback on the curriculums relevance helps colleges ensure that the courses are up to date, aligned with industry standards, and equip students with the necessary competencies for their professional lives. This feedback gives the overview of the students with respect to the difficulty level, educational development of the students, available resources for study, emerging trends covered, the aspects of career and employability at national and international level and the applicability for making the students an ideal citizen with respect to the curriculum they have studied. b) Teachers' feedback on syllabus: This feedback is designed to take view of the teachers regarding the level of interest of the teachers and students, difficulty level, availability of resource material/study material,

career options for the students at different level, etc., of the syllabus designed by the university. c) Alumni's feedback on curriculum: This feedback gives the opinion of the Alumni's who have studied the entire curriculum while pursing the degree and it covers different aspects with respect to the difficulty level, educational development of the students, available resources for study, emerging trends covered, the aspects of career and employability at national and international level and the applicability for making the students an ideal citizen with respect to the curriculum they have studied during the period of three years.. d) Students' Satisafaction Survey: This is important feedback that helps the institution to make analysis of the overall functioning of the institution taking feedback from its real stakeholders. In fact this survey form is based on NAAC format and covers the aspects like of syllabus taught in the class, preparation and method of communication of the teachers, method of evaluation and assignments, mentoring mechanism in the institution, program and course outcomes, opportunities provided by the institution for overall development.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	HUMANITIES	360	60	49
BCom	COMMERCE	360	70	59
No file uploaded.				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	108	0	4	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
0	Nill	Nill	Nill	Nill	Nill
No file uploaded.					
No file uploaded.					

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

Mentor mentee The college has a well-developed mentoring system functionally effective, and the committee is duly constituted to follow the process and procedure for the benefit of the students. The college has only two full time faculties rest are contributory teachers who are also the mentors of the students in the Institute. They handle both the odd and even semester and the students are the same. The student's list is equally divided amongst the students and the mentors form their own groups to mentor their listed mentees. The mentor-

mentees interaction time has been given in the timetable of the institution in which the mentees can interact with their teacher mentor for the academic and stress related issues. The mentor teachers are also given additional responsibilities with respect to their mentees as they look after whether they are regular or not or whether they are responding to the assignments or not, etc. Since 2019-20 the institution has been implementing the Mentor-Mentee Scheme for the students. It aims at mentoring each student of the institution. Following are the objectives of the Mentor-Mentee Scheme 1. To attend the problems of the mentees. 2. To find out remedies over the problems of the mentees. 3. To provide helping hand (academic, financial or personal) to the mentees. In the academic session 2019-20, there were 108 students took admission in the institution. All the undergraduate students were treated as mentees. The students were distributed among all the fulltime teaching staff members. Every teacher assigned students as mentees of under graduation to be taken care of. The students of the institution come from different backgrounds and face various family, economic, social, or personal problems. All the 4 mentors and the CHB teachers tried to understand the problems of the students through regular interactions. Since the college does not have the requisite staff the help of part time teachers came as a great assistance. At the beginning of the session, the students name along with their mentors are displayed on the college notice board Bridge Course of 7 days duration was organized by all the departments at the beginning of the academic year. The mentoring system was explained to students in detail. Necessary data related to the students such as their contact number, E-mail, Family Income, category, and gender was collected by the mentor. Mentors maintained communication with mentees through one-to-one interaction and social networking sites such as what app. The mentors are responsible for the academic progress and the psychological well beings of the mentee. They were also entrusted with the task of monitoring the attendance and academic progress of the students. All mentors were provided feel free to approach their teachers / mentor regarding all problems faced by them. As the students at the college belong to vernacular medium so they don't give importance to education.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
108	4	1:27

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
13	4	9	0	3

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	NIL	Nill	Nill
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	02	III	02/12/2019	23/01/2020
BCom	02	I	27/11/2019	21/01/2020
BCom	02	V	29/11/2019	21/01/2020
BA	01	III	11/01/2020	17/02/2020

BA	01	I	08/01/2020	17/02/2020
BA	01	V	08/01/2020	12/02/2020

No file uploaded.

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

The college has constituted examination committee to bring transparency in the examination process and facilitate the students to enhance their performance. Therefore, four-unit tests and two terms exams are conducted before the university exams. The term - papers are strictly based on university pattern. These papers are duly checked by the respective teachers of each subject and are distributed to the students at the earliest. The result sheet of each subject is submitted to the examination committee by the teachers as well as is maintained by the respective teacher of each subject. After the second term examination, Intensive classes are conducted for the students to solve their difficulties and to help them to revise their syllabus. Regular Unit tests and test examinations are conducted, and the papers are evaluated. The students become familiar with the paper pattern due to this practice. As per the University directions Internal assessment for each subject is carried out for which the teachers give the assignments and are evaluated by the concerned teachers. term test is conducted prior to the University examination tentative schedule is given to the students on wats app and is also displayed on the notice board.

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

A comprehensive academic calendar of the institution was prepared and implemented for session 2019-20 and presented in the college council meeting. University academic calendar was taken into consideration While preparing the academic calendar for the Session 2019-20. Various academic activities were planned to keep in view the overall development of the students and some changes were also made at the session end due to the sudden outbreak of Covid 19. It was decided to organize collaborative activities with various renowned colleges in the city. All the decided activities were conducted in time. Online collaborative webinars were also arranged keeping in view the pandemic situation. Several guest lectures, workshops were planned and conducted successfully. To inculcate and nurture cultural skills Yuvarang intercollegiate competitions such as Debate, Essay, Poster, slogan, mehandi, rangoli etc were conducted successfully to initiate confidence amongst the students. Internal college exams as well as University Examinations were conducted in tune with University calendar.

2.6 – Student Performance and Learning Outcomes

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

https://manoharraokamdi.edu.in/AQAR/2021-22/2.6.1/PROGRAMME-OUTCOMES.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
01	BA	HUMANITIES	3	3	100
02	BCom	COMMERCE	8	8	100

2.7 – Student Satisfaction Survey

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

<div align="center">NIL</div>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	00	00	0	0
No file uploaded.				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
00	00	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
00	Nill	Nill	Nill	Nill
No file uploaded.				

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

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

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
00	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	ENGLISH	11	4
No file uploaded.			

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

Department	Number of Publication
ENGLISH	6
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
00	Nill	Nill	Nill	Nill	Nill	Nill
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
00	Nill	Nill	Nill	Nill	Nill	Nill
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Presented papers	2	1	0	0
No file uploaded.				

3.4 – Extension Activities

 3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Yoga awareness	NSS	4	34
Road safety and Traffic awareness Programme.	Chhatrapati Junior college, Nagpur	7	30
NSS FOUNDATION DAY	oath taking	2	14
Collage Making Competition on the Topic"Stay Home at pandemic'	NSS	5	9
World Aid awareness day rally	RTMNU NSS Unit	6	35
Swatchata Abhiyaan- Shramdaan	NSS	7	34
No Use of Plastic	NMC	6	23
Say No to Plastic	Intercollegiate	7	15

initiative	Poster making competition		
Tree Plantation	Arts and Commerce Night college	6	35

No file uploaded.

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
00	00	00	0

No file uploaded.

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NSS	NSS Unit RTM Nagpur University	Aids awareness rally	6	26
NSS	NSS Unit RTM Nagpur University	Samvidhan divas Rally	5	20
NSS	NSS Unit RTM Nagpur University	Gandhi Jayanti rally	7	28
NSS	NSS Unit RTM Nagpur University	Tobacco Free Rally	7	21

No file uploaded.

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
00	00	00	00

No file uploaded.

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
00	00	00	Nill	Nill	Nill

No file uploaded.

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
MCED	06/11/2019	ENTREPEURSHIP DEVELOPMENT	0
AMBEDKAR COLLEGE	22/11/2019	Paramarsh schem	9
Shakespeare Society of Central India	14/09/2019	Lecture Series	120
Centre for literary interaction and Creativity	10/08/2019	Soft skills	100

No file uploaded.

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
230600	225648

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	

No file uploaded.

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
00	Nill	00	2023

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Nill	Nill	Nill	Nill	Nill	Nill	0

No file uploaded.

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co	Computer	Internet	Browsing	Computer	Office	Departme	Available	Others

	mputers	Lab		centers	Centers		nts	Bandwidth (MBPS/ GBPS)	
Existing	0	0	0	0	0	0	0	0	0
Added	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0

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

<div align="center">

20 MBPS/ GBPS

</div>

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
70000	67563	160000	158085

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

The institution has developed a small mechanism for the maintenance and optimum utilization of physical, academic and support facilities. The institution follows well defined procedures and follows the same for the maintenance of physical, academic and support system required to carry out the academic activities of the institute as per the requirements and resources. The suggestions given by the governing body, various cells and the faculties are considered by the purchase committee and lead forward. The timetable committee plans for all requirements regarding classrooms, furniture, and other equipment. The infrastructure and planning committee receives the infrastructure requirements from academic, and committees at the end of the academic year. The requirement is thoroughly analyzed and later proposed to the management for budget allocation. The management decision remains final, and the required materials are thereby purchased, and the concerned bills are submitted to the head clerk of the Institute and the audit is done at the end of the year. The students seek admission to desired courses. The classrooms boards and furniture facilities are utilized regularly by the students. The maintenance and repair of the electrical fittings, fans and tube lights, bench, desks, computers etc is done with the help of the technicians and the entire procedure is supervised by the non-teaching staff. The repair works subsequent vouchers are submitted in the office as and when required and paid by the college. The requirement and list of books is taken from the concerned departments and HoDs are involved in the process. The publishers are invited with quotations and list of books and authors. Each faculty prepares the list subject wise with tentative price amount. The finalized list of required books is duly approved and signed by the principal. Every year in the beginning of session, students are motivated to register themselves in library. To ensure return of books, 'no dues' from the library is mandatory for students before appearing in exam.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	N.A	0	0
Financial Support from Other Sources			
a) National	GOI Scholarship	7	26559
b)International	N.A	0	0
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
FOUNDATION DAY	27/08/2020	37	Institutional level
Marathi Raj Bhasha Divas	27/02/2020	24	Institutional level
YOGA DAY	21/06/2019	20	Institutional level
Personality development Guest Lecture on "Making requests and Offers"	12/10/2019	30	Institutional level
RALLY FOR WORLD AIDS AWARENES DAY	02/12/2019	16	Institutional level
"Future Generation Academicians" webinar	25/04/2020	40	Institutional level
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	mahiti doot, career counselling	24	0	0	0
2019	financial literacy	43	0	0	0

counselling				
No file uploaded.				

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
00	0	0	00	0	0
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	1	MKM	COMMERCE	C P BERAR COLLGE NAGPUR	M.COM
2020	1	MKM	COMMERCE	SHREE NIKETAN COLLEGE NAGPUR	M.COM
2020	1	MKM	B.A	KAMLA NEHARU COLLEGE NAGPUR	M.A POLITICAL SCIENCE
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
Running Race	Inter collegiate	30
Shot put	Inter collegiate	20
Disc throw	Inter collegiate	31
Carrom/Chess	Inter collegiate	38
Skipping	Inter collegiate	13

Mehandi competition	Inter collegiate	9
Rangoli Competition	Inter collegiate	17
Poster making Competition	Inter collegiate	17
Flower Decoration Competition	Inter collegiate	32
PPT competition	Inter collegiate	14
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

As per the Maharashtra Public Universities Act, 2016, RTM Nagpur University has issued Direction 39 of 2017 for the purpose of formation of Students' Council in affiliated colleges. There were no any final directions regarding the procedure of election in the colleges from the affiliated university. However, the institution is very sensitive about the participative leadership by involving students in all activities. The members from sports, NSS, Cultural, etc., are also nominated and the class representatives elect the Secretary who represent the college at the university. • The principal nominates a teacher in-charge for the students' council for proper co-ordination and guidance from time to time. • Students' Council Secretary along with other members played a leading role in the organization of the cultural programmes The formations of the students' council ensure participation of students in the functioning of the institution. Maximum representation in the academic and administrative committees of the institution and also in organization of the different programs in the campus was given to the members of the student's council. During the different academic and co-curricular activities, the members of students' council have been given responsibilities and prominent role for the successful conduction of the program. In such functions the students are allowed to enjoy complete freedom in the institution for grooming their talent and confidence. National Service Scheme (NSS) is a very good platform in the institution that play a very important role in developing the leadership qualities among the students. NSS volunteers worked under different groups with a group leader and all group leaders were coordinated by a main leader under the efficient guidance of the Programme Officers and manage certain given responsibilities. The council played a major role in the organization of NSS awareness programmes, Sports Day, Tree plantation program, Publication of college magazine, poster Competitions etc. during this year .They help the college administration in organising intra collegiate events in many ways.. MKM College Students Council has organized the Annual Yuvarang 2019 - 20 0n January 2019. The programme was attended by students, parents, teachers, and alumni of the college. The various competitions organized were Rangoli, Mehndi, Flower Decoration, Book Exhibition for students as well as parents in the college premises. Sports Event were organized for the for boys, girls in the inter collegiate category.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

 No

5.4.2 – No. of enrolled Alumni:

40

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

01

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

1. Academic functioning: As per the Maharashtra University Act 2016, Local Management Council (LMC) has been replaced by College Development Committee (CDC). It has helped the college administration to develop innovative ideas to bring overall development in the departments for everyone to become part and parcel of the system. Accordingly, college administration has brought changes in the functioning of various department and made participant end users a part of the development. The College inculcates the culture of collective responsibility amongst its faculty members and the constitutive departments. The college delegates authority and provides operational autonomy at various levels. Under the supervision of Principal, the faculties of the Departments are empowered, and the departments are provided academic autonomy, a concrete step towards an effective decentralized governing system. Practice 1 - The guest lecture Series of the college-For the successful organization of the guest lecture Series of the college-the entire works and responsibilities were distributed in the form of decentralized management system. Different committees were constituted such as the welcome committee, refreshment committee, registration committee. These committees were working under the guidance of the head of the institution. The vigilance committee consisted of some CHB teachers who looked after the entire functioning for the successful organization of the guest lecture Series of the college- Even the members of Students Council were given the key roles and were divided into different committees. The credit for the grand success of the guest lecture Series of the college-only goes to well-planned and decentralized management system. All the Resource persons praised the event in all its aspects including punctuality, arrangement, support services, management, quality refreshment. Practice 2 Every year the institution organizes an annual sports and cultural programme called Yuvarang. This event is an inter collegiate event in which a variety of events and programs are organized. This year it was organized from 12th to 16th January 2020. The principal called a separate meeting for deciding the dates and the guests for the program. For the successful organization of the events the executive committee was formed in this meeting. In this executive committee, the finance committee, Prize Distribution Committee, Refreshment Committee, Committee, Discipline Committee were formed. The other committees were totally related to the events of cultural and sports. There were different competitions organized on the occasion. For the inter collegiate competitions, the committees were divided as per type of competition and the entire

responsibility of the event was entrusted to the committee. Similarly for different kinds of sports and games, different committees were formed and were entrusted with the responsibilities. Even the members of the Students Council were given the key roles and were divided into different committees. The responsibilities were decentralized among the students and staff members. Similarly, the participation of all and the distribution of the responsibilities even among the students had made it very easy for all. Even the members of Alumni were invited, and prizes were distributed to encourage and motivate the students.

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

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Curriculum Development - The institution is affiliated to RTM Nagpur University, Nagpur and accepts the curriculum proposed by the university syllabus. The curriculum is designed by the University and the college cannot change the curriculum that is designed by the University. One of the faculty members of our college is on board of studies and have contributed to syllabus revision from time to time as per the need of the industry. During classroom interaction, special importance is given to Power Point Presentation, poster competition, Group discussion, importance of cleanness of campus is initiated.
Teaching and Learning	Teaching and Learning: The college makes efforts to enrich the student experience by providing participative and active Learning environment. Increased use of modern teaching aids, guest lectures, presentations used for teaching are taking roots in the institution. Remedial coaching is imparted to the needy students as per the requirement and needs.
Examination and Evaluation	Examination and Evaluation Examination committee was formed in the beginning of the session. The committee prepared College Examination Schedule and monitored University Examination. College Examinations were conducted a few days before the University Examinations. Results and marks sheet was conveyed to the students and the records were maintained by the examination committee. Question Papers were prepared as per the University Examination pattern. Internal

	Assessment schedule was decided by the Examination Committee and records were maintained. Due to introduction of semester pattern by the university, internal marks of each student in each paper are to be submitted to the university. For this, the internal marks are to be given to the students based on the following criteria 1. Attendance in theory classes 2. Submission of Home assignments, 3. Class tests and 4. Attendance in college programmes has been made compulsory and record of the students is thus prepared. Thus, the students are evaluated continuously based on the above criteria in both the semesters.
Research and Development	Research and Development In the academic session 2019-20, 12 research papers were published by the faculty were published by the faculty in the reputed national, inter-national online and off-line mode.
Library, ICT and Physical Infrastructure / Instrumentation	Library, ICT and Physical Infrastructure / Instrumentation In the session 2019-20, Library books were purchased of Rs. -41,050/- Title books, reference books, magazines were made available for the benefit of the students. b) Due to lockdown conditions caused by Corona, the institution accepted online teaching learning method. Online mode of Learning method was applied by all the departments.
Human Resource Management	Human Resource Management The institution has not a very well organized Human Resource Management system. In 2019-20 there were 4 full time, 6 parttime and 5 non-teaching (-permanent) members were working. Committees and duties were assigned to each of the member of the teaching and non-teaching
Industry Interaction / Collaboration	NIL
Admission of Students	Admission of Students The institution follows the admission process strictly as per RTM Nagpur University, Nagpur, and Govt. norms. Admission process of the college always has been transparent. Reservation policies as per the Government norms are adopted. The university declares a specific schedule for admissions of U.G. The students give their preference of their choice and select the college to complete their U.G. Admission regarding

information is obtained by the students through the prospectus of the college. The list is declared and displayed on the college notice board and newly created wats app group. For the successful implementation of the admission process the institution formed an admission committee. It comprised the principal and the members of teaching and non-teaching staff.

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

E-governace area	Details
Planning and Development	Planning and Development: The Principal being the Ex-Officio secretary of the governing body executes the policies and programs of the governing body through various committees. The principal presents the minutes of IQAC in the meeting of the Governing body for information and approval. The Academic Council, chaired by the principal has the responsibility of reviewing the academic outcomes and to make plans for expansion and implementation of the programmes. The information and details provided are later used for many official purposes like magazine reports, annual reports, higher education reports, and other requirements. This also gives an accessibility to the Principal and the Management and Committee to scrutinize and verify all the activities conducted by different departments and faculties of the College and further facilitate growth and innovation in the smooth functioning of the College.
Administration	Administration: The College makes continuous efforts to go paperless in all its administrative and official works. All online and computerized functioning is done to practice transparency while sharing information within the college, faculties, and departments. The Principal regulates and directs the administrative staff comprising the Head clerk and office technician and distributes the work among the administrative staff for smooth functioning of the college and time-bound completion of the work of University and Dept of HE from time to time.
Finance and Accounts	Finance and Accounts: The records of all finances of the College are maintained systematically by the office

	staff. Management checks, verifies, and guides the finance and accounts section time to time. Office also keeps the record of service security rules, procedure, recruitments, promotional/ placement policies etc. along with Service Books and personal files. The administrative office communicates all the service rules and changes to the staff from time to time. The administrative office stores and prepares detailed reports of all the data concerning the fees, attendance, scholarships and all the details concerning the staff members and students in separate files.
Student Admission and Support	Student Admission and Support R.T.M.Nagpur University, Nagpur has developed an online admission registration system for admission of B.A. I and BCom I. The student must register through University Portal and then have to complete the admission formalities in the college students. Enrollment number is also generated through online system developed by the University.
Examination	Examination Since the college does not hold a center for university examinations the students are provided with their admission cards well in advance so that they can know about their centers and take the examinations without panicking. Notices related to exams are also posted and updated on priority basis on Wats app groups. The institution is affiliated to RTM Nagpur University Nagpur. It accepts and follows the pattern proposed by the University. The institution uses RTM Nagpur University Examination portal to conduct examinations. Examinations forms are uploaded and submitted online. University Examination papers are received on-lie on the very day of the examination. All the papers are password protected. Guiding the students to apply the photocopy of answer scripts, evaluation of received answer book, apply for revaluation and challenge evaluation are explained in detail, so that they do not face any problem. Thus, the Chief Examination Officer and supporting CHB staff work for smooth conducting of examination.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	NIL	Nill	Nill	0

No file uploaded.

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	NIL	Nill	Nill	Nill	Nill	Nill

No file uploaded.

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
MOOC	2	18/05/2020	03/06/2020	16
RUBICON	1	04/05/2020	08/05/2020	05

No file uploaded.

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

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
00	00	00

6.4 – Financial Management and Resource Mobilization

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

The college is Government aided, privately managed and receives financial assistance from the Maharashtra Government, Governing Body of the college, students' fees Grants and Scholarship funds. The college head clerk, supervises and ensure that all financial transactions are done after due care as per rules. Internal Audit: The college has a systematic mechanism of internal audit for all the financial activities which take place from time to time. After getting the requirements from different corners and subsequent approval of the principal by providing the Note sheet which is duly approved by the Director of the Institute. The Head Clerk along with a faculty purchases the items as per laid down procedure and rules. The principal keeps a strict vigil on the

purchase system to make the system more robust and transparent, the bills are perused by the Director, president, and governing body before final payments. All the financial transactions and payments released by Principal are put forward in meeting of the governing body comprising Government and university nominees for approval. The accountant of the college maintains all the financial records. All the vouchers and bills are duly audited by a team of qualified and well experienced Chartered Accountant. Institute maintains finance and accounts systematically. Management takes periodic review of financial position of the organization. External audit is conducted after end of accounting period. Internal and external auditors are appointed by parent institute. Audit report and audited statements of accounts are discussed in College Development Committee and submitted with Governing Council. Queries and suggestions are resolved satisfactorily. The institute also ensures timely submission of audited utilization certificate to various funding agencies.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	00

No file uploaded.

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	00	No	00
Administrative	No	00	No	00

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

NIL

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

Supporting staff Computer training is given to them in view of the up-gradation of office software's. They are sent in camps and workshops held by the University to understand the changes taking place in the official system of the University. An in-house workshop for staff is organized to update their knowledge in the usage of computers by the faculties of the Institute. They are allowed to participate in the meetings of their organization. • Regular birthday celebrated in the institution treating them as family member of the institution. They are given promotions and increments as per the rule.

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

Established the Cells and committees to regularly assess and enhance the programmes, teaching methodologies and support system. This includes collecting feedback from students and analysing it for the betterment of the institute. Lecture series is introduced for the students and MoUs are encouraged for overall personality development of the students. Use of ICT to make teaching learning process more effective and online platform like watts app groups is encouraged by the institution.

6.5.5 – Internal Quality Assurance System Details	
a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Nill
c)ISO certification	Nill
d)NBA or any other quality audit	Nill

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Intercollegiate competitions were arranged for the students	Nill	Nill	Nill	Nill
2019	Initiatives to make the institutional l website more students centric.	Nill	Nill	Nill	Nill
2019	Implemented best practices to inculcate leadership qualities among the students	Nill	Nill	Nill	Nill
2019	Conducted various programmes under NSS.	Nill	Nill	Nill	Nill
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Savitri Bai Phule Jayanti held under Women	03/01/2020	03/01/2020	12	6
GIRLS FELICITATION	24/01/2020	24/01/2020	7	3

DAY							
Women's day	**08/03/2020**		**08/03/2020**		**11**		**2**

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
NIL

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Nill	**No**	**Nill**

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva ntages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	**1**	**Nill**	**10/10/2 019**	**1**	**Cleanli ness drive in the locality**	**Nearby locality of ratan colony**	**23**
2019	**Nill**	**1**	**02/12/2 019**	**1**	**Awareness on world aids day**	**Rally satryed from medical college**	**8**
2019	**Nill**	**1**	**19/08/2 019**	**1**	**Awareness on Govt schemes, mahiti doot**	**College students and staff**	**32**
2020	**Nill**	**1**	**30/01/2 020**	**Nill**	**Road safety awareness programme with ppt presentat ion by Nagpur traffic police**	**Chatrap ati school, mahal and gave the message to follow the traffic rules.**	**84**
2020	**1**	**Nill**	**Nill**	**Nill**	**Alcohol anonymous group to curb alcohol has been started from 2018**	**The nearby locality people are benef itted by this programme**	**43**

| 2020 | 1 | Nill | Nill | Nill | The campus is provided for sports to the local karate group. | Less privileged students are provided with this facility in the campus and girls are specially trained to make them self reliant. | Nill |

No file uploaded.

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

Title	Date of publication	Follow up(max 100 words)
The Handbook of Code of Conduct and Ethics (for Staff and Students)	Nill	Teachers themselves are fair and committed to the students. There is no discrimination of caste, creed, gender and religion by the institution. Since it is a Senior College, so All Teachers are very responsible about the Code of Conduct and Ethics. Attendance Register is Mandatory for Regularity and Punctuality of Students. Use of Mobile Phones is Punishable in the Institution for Students.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebrated Independence Day	15/08/2019	15/08/2019	20
Celebrated Republic day	26/01/2020	26/01/2020	22
Celebrated Teachers day	05/09/2019	05/09/2019	40
Celebrated swatchata Abhiyaan.	Nil	Nil	45
Mahatma Gandhi.	02/10/2019	02/10/2019	40

No file uploaded.

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

Green campus initiatives are crucial in creating a sustainable and environmentally friendly environment as these initiatives not only reduce the ecological footprint but also promote a healthier and greener lifestyle among students, faculty, and staff. One of the primary steps towards creating a green campus is restricting the entry of vehicles within the premises. Encouraging students, faculty, and staff to use alternative modes of transportation such as bicycles, walking, or public transportation helps reduce carbon emissions and traffic congestion. This is being implemented by designated parking areas outside the campus the campus becomes more sustainable and promotes a healthier lifestyle. Pedestrian-friendly pathways play a significant role in ensuring the safety and convenience of individuals commuting within the campus. Landscaping with trees is an essential aspect of creating a green campus. Trees provide numerous benefits, including reducing air pollution, improving air quality, and regulating temperature. By strategically planting trees throughout the campus, shaded areas are created, reducing the need for excessive air conditioning, and lowering energy consumption. Trees also serve as a natural habitat for birds and other wildlife, enhancing the biodiversity within the campus environment. Birds like parrots, mayna, cuckoo, owl and peacock are found in the campus. Moongoose can also be seen wandering around the campus. Another critical green initiative is the say no to plastic campaign. Plastic waste is a significant environmental concern, and educational institutions can play a vital role in addressing this issue. By implementing policies to reduce plastic usage and promoting the use of reusable alternatives such as water bottles, food containers, and bags, significantly reduce plastic waste generation. Several awareness programmes are taken all the year round. The use of LED bulbs for lighting is a simple yet effective green initiative that is implemented in the campus as LED bulbs are more energy-efficient compared to traditional incandescent or fluorescent lights, consuming significantly less electricity. Additionally, LED bulbs have a longer lifespan, reducing the frequency of replacements and the associated waste. Thus, green campus initiatives are crucial in creating a sustainable and eco-friendly environment within the campus. These initiatives not only benefit the environment but also promote a healthier and greener lifestyle among the campus community. Our institute prioritizes and promotes in green initiatives to create a sustainable future for generations to come.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Yuvarang Objectives of the Practice – 1. To inculcate values among the students 2. To provide platform to the student's talent and creativity. 3 To create inclination towards Indian heritage.4 To encourage aesthetic sense of the students. The Context – Apart from academics the students should be aware of the Indian value system, culture, and personalities of global significance. The students are targeted to be culturally vibrant. From the academic session 2019-20 the institution has started a unique practice to groom the students culturally and ethically. The practice entitled 'Yuvarang' aims to provide an open platform to the students to demonstrate their skills and awareness regarding the Indian personalities and culture. The Practice – This is the first academic session to begin with the practice of Yuvarang. On the anniversary of Swami Vivekananda many programmes are celebrated at national level. Through various activities the institution aims to offer sincere homage to Swami Vivekananda for his great contribution to India and world through the principles. The main motto of Yuvarang is to make the students aware of Indian Culture and Ethical Values, Swami Vivekananda's valuable services to the humanity were targeted and the same theme was decided for the proposed activities. Following activities were undertaken by various departments of the

institution. Practice – 1. To inculcate values among the students 2. To provide platform to the student's talent and creativity. 3 To create inclination towards Indian heritage.4 To encourage aesthetic sense of the students. Yuvarang, the annual event organized by our college, is a celebration of sports and the teachings of Swami Vivekananda. This grand occasion not only promotes physical fitness but also highlights the profound impact of Vivekanandas philosophy on youth empowerment and personal development. The event encompasses various inter-college competitions, including inter collegiate indoor and outdoor sports, PPT presentations, poster making, slogan writing, and essay competitions. Sports play a crucial role in the overall development of an individual. They instil discipline, promote teamwork, enhance physical fitness, and cultivate a competitive spirit. Yuvarang provides a platform for students from different colleges to showcase their athletic talents, fostering a healthy spirit of competition and camaraderie. The sports competitions organized during Yuvarang serve as a reminder of the importance of sports in maintaining a balanced lifestyle. Swami Vivekananda, a renowned spiritual leader, and philosopher emphasized the significance of youth empowerment and the pursuit of knowledge. His teachings revolved around the principles of self-confidence, self-discipline, and self-realization. Through the PPT presentations on Vivekananda, students get an opportunity to delve deeper into his teachings and understand their relevance in todays world. This serves to inspire and motivate students to lead purposeful lives. Students of various colleges presented their work which gave them a chance to interact and spread the knowledge and teachings of swami Vivekananda. Moreover, the poster, slogan, and essay competitions encourage students to express their thoughts and creativity regarding Vivekanandas philosophy. These activities not only foster artistic skills but also provide a platform for students to reflect upon the teachings of Vivekananda and their practical application in society. In conclusion, Yuvarang is an integral part of our colleges annual calendar. It serves as a testament to the importance of sports, promotes the teachings of Swami Vivekananda, and provides a platform for students to showcase their talents and creativity. The event acts as a catalyst for personal growth and enlightenment, inspiring students to embrace the values imparted by Vivekananda and strive for excellence in all aspects of life. The students also noted Vivekananda's great influence on the then Indian community and world leaders. The practice was attempted to make the students aware of the services rendered by the Indian icons for the betterment and up-liftmen of Indian society. PRACTICE II- Lecture series The introduction of the lecture series in 1920 has been a significant milestone for our college. This initiative has provided students with a valuable opportunity to expand their knowledge beyond the confines of textbooks. The lecture series features renowned experts and scholars from various fields who share their insights and experiences, enriching the learning environment. These lectures expose students to diverse perspectives, and real-world applications. By attending these lectures, students gain a broader understanding of their respective disciplines and develop critical thinking skills. The lecture series has become a cornerstone of our colleges commitment to holistic education. Dept. of History conducted a guest lecture on the topic "Ahilyabai Holkar's foresight on Women Empowerment" Dr. Mangala tore, Associate Professor, Dept. of History was invited as a resource Person on 25th September 2019 at 9.00 a.m. in college. Dr. Mangala Gore in her lecture addressed students on the life and works of Ahilyabai Holkar, the great historian and social activist. Ahilya Bai Holkar, the brave and visionary queen of the Holkar dynasty, exemplified women empowerment ahead of her time. She not only ruled with wisdom and compassion but also championed the rights and well-being of women. She promoted education, provided employment opportunities, and ensured their active participation in decision-making processes. The students were highly benefitted by this lecture. A Guest lecture was organized on behalf of Marathi Department on 18th September 2019 at 9.0 a.m. held at conference hall

of the college. Dr. Prema Chopde, Associate professor, Marathi Department of Renuka Mahavidhyalaya was the resource person of Guest lecture. She addressed students on the topic "Annabhau Sathe: A democratic social activist". Her lecture was well applauded by the students. IQAC conducted a Guest lecture under Dept. of Economics on10th October 2019 at 10.00 a.m. Dr. K.E. Patil was the resource person of Guest lecture. He addressed students on the topic "The Dual effect of GST on the consumers Income under Indian Taxation". The implementation of the Goods and Services Tax (GST) in India has brought about dual effects on the economy. On one hand, GST has streamlined the complex tax structure, eliminated multiple layers of taxation and reduced the cascading effect. This has simplified the tax compliance process, improved ease of doing business, and facilitated interstate trade. On the other hand, the initial transition to GST caused disruptions and challenges for businesses, particularly small and medium enterprises. However, over time, GST has shown potential for boosting economic growth, increasing tax revenues, and creating a unified national market. Dept. of Political Science conducted Guest Lecture in the memory of 150 years of commemoration of Gandhi Jayanti On this occasion Dr. Khemraj Ramteke, senior retired Professor, Head Dept. of History of the college was invited as a resource person to deliver guest lecture on the topic "Gandhi's contribution in National Movement from the period 1930 to 1939" Mahatma Gandhi, the Father of the Nation, played a pivotal role in Indias struggle for independence. His philosophy of non-violence and civil disobedience became the guiding principles of the national movement. Gandhis leadership inspired millions of Indians to actively participate in the fight against British colonial rule. Dept. of Sociology has conducted guest lecture on the topic "Media Communication and Social Health" on 24th September. Dr. Sangita Somwanshi, Assistant Professor, S.B. City College, Nagpur was invited as a resource Person. Dr. Sangita Somwanshi in her enlightening presentation focused on various aspects of Media communication and its adverse effects on the young generation. However, the rapid growth of digital media and the rise of misinformation pose challenges to social health. The spread of fake news, cyberbullying, and online harassment can have detrimental effects on individuals and society. Therefore, it is essential to promote media literacy, responsible journalism, and ethical communication practices to ensure a healthy and informed society. The college conducted a Guest lecture under Department of Commerce Mr. Prasad Fadnavis, Director, Ved Advisory Service Pvt. Ltd. was the resource person of Guest lecture.He addressed students on the topic "Prosperity through economic Planning". Economic planning is a vital component of achieving prosperity and sustainable development. It involves setting goals, formulating policies, and allocating resources to achieve desired economic outcomes. Through effective planning, governments can prioritize investment in key sectors, address income inequality, and promote inclusive growth. Planning also helps in mitigating the adverse effects of economic fluctuations and external shocks. Thus, the lectures series of the college leaves an indelible impression upon the minds of the students.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://manoharraokamdi.edu.in/AQAR/2019-20/BEST-PRACTICES.pdf

7.3 – Institutional Distinctiveness

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

The colleges vision to provide educational empowerment for holistic development of the less privileged members of the society is a distinctive priority and thrust that sets it apart from other educational institutions. With a commitment to nurturing the minds of its students, the college aims to equip

them with the knowledge, skills, and confidence necessary to succeed in todays rapidly evolving world. This vision is reflected in the various initiatives and programs undertaken by the college to empower its students. One of the key initiatives is the awareness program. The college organizes various programmes on a wide range of subjects, including social issues, environmental awareness, and career guidance. These programs are designed to broaden the students perspectives, deepen their understanding of the world, and inspire them to become responsible citizens. By fostering a sense of social responsibility, the college instils in its students a desire to contribute positively to society. Another important aspect of the colleges vision is the lecture series. Renowned experts and eminent speakers from various fields are invited to deliver lectures and share their experiences with the students. These sessions not only expose the students to diverse knowledge and ideas but also serve as a source of inspiration and motivation. Through these interactions, students gain valuable insights and develop a broader understanding of their chosen fields. The college also emphasizes the importance of making its students competent and self-reliant apart from the regular curriculum, the college empowers its students to take charge of their own learning and future through these programmes. Recognizing the importance of a holistic education, the college places great emphasis on sports and extracurricular activities and encourages students to participate in a wide range of inter collegiate sports, and cultural activities. Through these activities, students develop leadership skills, teamwork, and discipline. They also learn to manage their time effectively and strike a balance between academics and extracurricular pursuits. The college believes that these experiences contribute to the overall development of the students and help them become well-rounded individuals. Furthermore, the college acknowledges the achievements and efforts of its students through awards and felicitations. Regular recognition of academic excellence, sports achievements, and outstanding contributions in various domains serves as a powerful motivator for the students. By celebrating their accomplishments, the college encourages students to strive for excellence and continuously improve themselves. Thus, the colleges vision of providing educational empowerment is evident in its priority and thrust. Through a comprehensive range of initiatives such as awareness programs, lecture series, sports, and extracurricular activities, as well as awards and felicitations, the college aims to make its students competent, self-reliant, and well-rounded individuals. By fostering a nurturing environment that promotes holistic development, the college equips its students with the tools and mindset necessary to succeed in their chosen paths and contribute meaningfully to society.

Provide the weblink of the institution
https://manoharraokamdi.edu.in/

8.Future Plans of Actions for Next Academic Year

The college has plans for the future, focusing on areas that are essential for the holistic development of its students and the betterment of society as a whole. One of the key initiatives is the implementation of a comprehensive 30-hour soft skills program. Recognizing the importance of soft skills in todays competitive world, the college aims to equip its students with essential skills such as communication, teamwork, leadership, problem-solving, and emotional intelligence. This program will provide students with the necessary tools to succeed not only in their academic pursuits but also in their professional careers. To implement bridge courses and Remedial coaching for slow learners and to provide special attention to the advanced learners. The corona virus pandemic situation has drastically changed the entire scenarios of teaching learning process and thereby the college will implement online mode of learning in collaboration with other colleges under the cluster initiative. The college will

have its own You tube channel to provide seamless learning to its students conducting various programmes which can be accessed from anywhere anytime at their own convenience giving the students the extra edge. The ICT based teaching learning will be encouraged through Watts app, google meet, ppts etc. Online awareness programmes and subject wise webinars will be conducted for the students. To implement e-governance in administration, admission process, accounts, and college level examinations due to the corona virus. More Linkages and collaborations will be encouraged. Gender sensitization programs will also be a priority for the college. Understanding the importance of gender equality and inclusivity, the college plans to organize webinars, as awareness campaigns to promote a gender-sensitive environment. These programs will educate students about gender-related issues, promote respect and equality, and foster an atmosphere of inclusiveness and mutual understanding. In response to the challenges posed by the coronavirus pandemic, the college intends to focus on community development programs. These initiatives will aim to raise awareness about the importance of community engagement, social responsibility, and collective action in times of crisis. The college plans to collaborate with local organizations and government bodies to organize campaigns, volunteer activities, to support communities affected by the pandemic. By actively engaging in community development, the college seeks to in still a sense of empathy, resilience, and social consciousness in its students. Thus, a range of initiatives are in store aimed at enhancing the overall development of its students and making a positive impact on society. By implementing a comprehensive soft skills program, conducting gender sensitization programs, and focusing on community development in response to the coronavirus pandemic, the college demonstrates its commitment to equipping students with the necessary skills, values, and knowledge to thrive in a rapidly changing world.