



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Smt. Rewaben Manoharbai Patel Mahila Kala Mahavidyalaya, Bhandara
• Name of the Head of the institution	Dr. Ranjana A. Shringarpure
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07184253861
• Mobile No:	9822696674
• Registered e-mail	rmpciqac@gmail.com
• Alternate e-mail	rmpcollege@rediffmail.com
• Address	Behind B.D.C.C. Bank, Civil line
• City/Town	Bhandara
• State/UT	Maharashtra
• Pin Code	441904
2.Institutional status	
• Type of Institution	Women
• Location	Urban
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur				
• Name of the IQAC Coordinator	Dr. Shirish Nakhate				
• Phone No.	07184253861				
• Alternate phone No.	9420865877				
• Mobile	9552562255				
• IQAC e-mail address	rmpciqac@gmail.com				
• Alternate e-mail address	rmpcollege@rediffmail.com				
3. Website address (Web link of the AQAR (Previous Academic Year))	https://www.rmpatelcollege.com/pdf/IOAC/AQAR REPORT 2019 2020 2508 2021.pdf				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.rmpatelcollege.com/wp-content/uploads/2022/03/CamScanner_03-10-2022_12.00.10_AcademicCalendar2020-21.pdf				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C+	62.30	2004	16/09/2004	16/09/2009
6. Date of Establishment of IQAC			09/07/2012		
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	
Salary Grant	Salary	State Government	2020	23130171	
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	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> 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	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
1. Academic Calendar is prepared		
2. college time table publish in time		
3. Verification of staff self appraisal forms		
4. Execution of curricular, co-curricular and extracurricular activities as per the college Academic Calendar		
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
1. To prepare and implement Academic calendar for the session 2018-19.	1. Prepared Academic Calendar for the session 2019-20.
2. To complete the incomplete planned work in the previous year	2. Much of pending work completed.
3. Formation of various committees for smooth functioning of the college work.	3. By forming different committees to execute the work smoothly.
4. To execute the work allotted to different committees in the college	4. Most of the work mentioned in Academic Calendar of the college executed through different committees.
5. To further strengthen the ICT enabled teaching and learning process in the college.	5. Achieved partially
6. To encourage the faculty members for the outreach extension programs	6. Partially, through NSS and geography and sociology department, respectively.
7. To enhance the research and publication activities in the college	7. Achieved BOOKS PAPERS JOURNALS

13. Whether the AQAR was placed before statutory body?	Yes
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<ul style="list-style-type: none"> Name of the statutory body
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Name	Date of meeting(s)
College Development committee	12/10/2020

14. Whether institutional data submitted to AISHE
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Year	Date of Submission
2020-2021	03/02/2022

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	01
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	320
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	313
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	104
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	11
File Description	Documents
Data Template	View File
3.2	15

Number of Sanctioned posts during the year		
File Description	Documents	
Data Template	View File	
4.Institution		
4.1 Total number of Classrooms and Seminar halls	09	
4.2 Total expenditure excluding salary during the year (INR in lakhs)	2840000/-	
4.3 Total number of computers on campus for academic purposes	09	
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		
<p>Every year, the Principal, IQAC and HODs prepare an academic calendar reflecting the schedule of curriculum delivery. The curriculum is delivered recently through onlinelectures. Importance is given to the use of ICT apps like Google meet and Zoom. Effectiveness of the curriculum delivery is also judged through internal evaluation through Unit tests and Assignments . A curriculum is planned as per teaching plan prepared by teachers.. Attendance record also helps in internal assessment. The Principal, mentors and faculty members informally meet the parents/guardians of students to discuss matters related to overall progress of the students wherever necessary.</p>		
File Description	Documents	
Upload relevant supporting document	View File	
Link for Additional information	NA	
1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous		

Internal Evaluation (CIE)

The academic calendar is prepared taking into consideration the declared calendar of the affiliating university. This helps the institution to adhere to the schedule of the calendar effectively. The schedule of two Unit tests within the semester is clearly mentioned in the Calendar for conduct of Continuous Internal Evaluation. Provision is also made during the planning the academic calendar for conduct of co-curricular activities such as field visits and for extracurricular activities. Teaching plan and its execution through daily notes help the Principal and Heads of Departments to keep check and ensure that the schedule of curriculum delivery is being followed as per the calendar. Additionally, important information useful to students, such as description of the College Motto, flag and Anthem, Management, Cells and Associations, names of staff members, etc. is also included in the academic calendar.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.rmpatelcollege.com/wp-content/uploads/2022/03/CamScanner_03-10-2022_12.00.10_AcademicCalender2020-21.pdf

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	View File
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

01

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)	View File

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)

00

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)	View File

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

00

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

2020

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Various cells under the IQAC are active to address these issues. The Ethics to be followed by students are stated on the website as Code of Conduct for students. The Code of conduct of the staff members has also been codified as a document.

The NSS organises tree plantation to create awareness related to the environment.

File Description	Documents
Any additional information	View File
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

02

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)	View File

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

02

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

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

D. Any 1 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)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	D. Feedback collected						
<table border="1"> <thead> <tr> <th data-bbox="76 275 550 338">File Description</th> <th data-bbox="550 275 1469 338">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="76 338 550 443">Upload any additional information</td> <td data-bbox="550 338 1469 443" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="76 443 550 555">URL for feedback report</td> <td data-bbox="550 443 1469 555" style="text-align: center;">NA</td> </tr> </tbody> </table>	File Description	Documents	Upload any additional information	View File	URL for feedback report	NA	
File Description	Documents						
Upload any additional information	View File						
URL for feedback report	NA						
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							
360							
<table border="1"> <thead> <tr> <th data-bbox="76 927 550 990">File Description</th> <th data-bbox="550 927 1469 990">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="76 990 550 1050">Any additional information</td> <td data-bbox="550 990 1469 1050" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="76 1050 550 1151">Institutional data in prescribed format</td> <td data-bbox="550 1050 1469 1151" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Institutional data in prescribed format	View File	
File Description	Documents						
Any additional information	No File Uploaded						
Institutional data in prescribed format	View File						
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							
320							
<table border="1"> <thead> <tr> <th data-bbox="76 1467 550 1529">File Description</th> <th data-bbox="550 1467 1469 1529">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="76 1529 550 1592">Any additional information</td> <td data-bbox="550 1529 1469 1592" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="76 1592 550 1697">Number of seats filled against seats reserved (Data Template)</td> <td data-bbox="550 1592 1469 1697" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Number of seats filled against seats reserved (Data Template)	View File	
File Description	Documents						
Any additional information	No File Uploaded						
Number of seats filled against seats reserved (Data Template)	View File						
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							
<p>Student seminars and symposiums are regularly organized. Advanced learners are motivated to take part in inter-collegiate competitions. Advanced learners are informed about competitive exams and career pathways. They are advised to go through standard reference books in</p>							

the library. They are encouraged to write model answers based on the University question paper.

Tutorials for Weak Learners ,extra and special classes are taken regularly. Detailed feedback is given to weak learners on their performance in unit tests, semester exams/ university practicals. Teachers help slow learners by administering Unit tests and assignments periodically.

File Description	Documents
Link for additional Information	NA
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
320	11

File Description	Documents
Any additional information	View File

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 college provides a variety of learning experiences: • Students experience theoretical learning through related practicals. Also, surveys for students of Geography facilitate collecting data related to various topics. The students participate in group discussions. • Students are involved in interactive learning, group discussions, seminars, paper presentations, etc.

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

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

The college has prioritized use of ICT in teaching -learning. Preparation of study material by the faculty members is for the support of the students. The study material is shared on google classroom and links are timely shared to the students.

Staff rooms and library have networked internet connections. Campus is wi-fi enabled. Classes, seminars, guest lectures, etc. using LCD projectors are conducted in Seminar Hall .

Faculty are enriched through training workshops on digital tools, online portals such as National Digital Library, SWAYAM, etc. which facilitates teaching-learning. Use of ICT by incorporating audio-visual material makes lessons visually interesting, positively impacting both the learning outcomes of students and their attendance.

Some teachers now use of modern methods of teaching learning, such as Zoom meeting, Google meet, Google sites and Google classroom, to implement 'flipped learning', posting and receiving assignments, post educational resources and materials, Google forms to evaluate students, etc.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.rmpatelcollege.com/infrastructure/

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

11

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
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

11

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
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

1

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)	View File

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

11

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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.

The college has a well-structured, transparent and robust mechanism for Continuous Internal Evaluation (CIE) of students. The schedule of internal examinations is conveyed through the Academic calendar. The process of internal assessment mechanism includes formative and summative modes. Formative assessment is done according to a graded metric based on:

Attendance

Two Unit Tests per Semester Assignments and projects

The following are considered for gradation: Field visit[Geography] Seminars presentation, participation Class interaction Participation in college activities Good conduct and demonstrative ethics and values The college insists on a minimum 75% attendance of students per semester. Internal assessment is based on unit tests, assignments, viva-voce and practical examinations. Personal feedback is given to students. Weak students are counseled and corrective measures are suggested. Difficulty sessions, often including peer learning and peer evaluation are taken by the teachers. The teacher plays the role of an observer. Transformation of classrooms into student-centric learning spaces has increased possibilities for successful curriculum transactions. In summative mode, students take a semester-end examination on the university pattern, answer scripts are marked and necessary feedback is given.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://rmpatelcollege.com/wp-content/uploads/2022/04/DEPARTMENT_OF_ENGLISH-ICT.pdf

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

The College, for fair, equal and impartial treatment of all students in all spheres of work, including assessment and evaluation has a dedicated Committee. . The committee, on receiving a complaint, resolves the issue within a maximum of five days. Valuation at

College level begins on the day of the test itself. Valued answer-scripts are shown to the students discrepancies are rectified by teachers promptly and communicated to students ensuring effectiveness of the examination while the subject is still fresh in their minds. Due to the open and transparent system, there have been no examination related grievances till date. After the outbreak of the COVID-19 pandemic, assessment methods have seen a drastic change from the regular pen and paper method to the online mode. Whereas the College conducts assessment using mostly Google Forms, and conducts examinations of students having backlog in the University, the University itself has devised its own software for conduct of Semester Examinations. The University invites a written list of students who face technical difficulties such as login, from the College, and students whose difficulties are validated are given a re-examination by the University.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://rmpatelcollege.com/wp-content/uploads/2022/04/DEPARTMENT_OF_ENGLISH-ICT.pdf

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 institution has prepared Programme Outcomes for , B.A. Programme, Programme Specific Outcomes under these programme and course outcomes under them. They have been finalised as per inputs from NAAC and deliberation by various HODs and uploaded on the institutional website.

The college proactively engage in teaching plans to optimally achieve POs, PSOs and COs. With changes/revisions in existing syllabi, HODs and teachers chalk out teaching strategies and evaluation methods in alignment with these outcomes. The IQAC apprised staff of the learning outcomes and placed the POs, PSOs and COs of the UGC model curriculum for discussion and incorporation in the institution's transaction of curriculum. Teachers spell out the learning outcomes in the classroom at the beginning of each semester and session. Thus, students are made aware of course/programme expectations at the very commencement of the teaching-learning

process. Thus college employs multiple channels to make students and teachers aware of learning outcomes of courses and programmes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.rmpatelcollege.com/programmes-outcomes/
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.

Program and Course outcomes, as evinced by NAAC have been designed for students and other stakeholders. They aim at making the students ready and equipped with knowledge and skill sets required for future. Evaluation of outcomes serves the institution as an effective tool for introspection and improvement. Outcomes have been uploaded on the College website. The students are made aware of these during the classes for the new students as well as at the beginning of every semester. Students are guided with required mentoring so they achieve the desired outcomes. Evaluation of the stated outcomes is carried out using multiple assessment methodologies. It is carried out regularly during routine teaching, and periodically through internal assessment .

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.rmpatelcollege.com/programmes-outcomes/

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

104

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	NA

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.rmpatelcollege.com/feedback>

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)

00

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)	No File Uploaded

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

00

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	NA

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

2

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)	View File

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

18

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

18

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

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

As the institution is located in socioeconomically backward region, it is the only medium to uplift the society by organising numerous activities carried out by the students. It also helps the students to shape their holistic development. It is experienced that their exposure to various social issues is extremely crucial. The institution organises various programmes under extra-curricular and extension activities like NSS camps, Plantations, Gender Sensitization, Swachha Bharat Abhiyan, Corona Pandemic Awareness, : Environment Awareness Programme, etc. This year, due to covid-19 pandemic situation, limited extension activities like Corona Pandemic Awareness, Plantation and talks on various topics were carried out. The institution also celebrates the national and international days like Yoga Day, Librarians' Day, Constitution Day, Republic Day, Independence Day, and many more.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

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

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

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
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

10

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)	View File

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

177

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)	View File

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

2020

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
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

1

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution is running UG in Arts . There are 11 departments including Sports department. The main building of the institution consists of Principal's Cabin, Administrative Office, IQAC, Common Staff Room, Girls Common Room, four independent departments are well equipped with LAN and PCs. Seminar Hall is equipped with projector, NSS Cell, Girls Common Room attached with toilet and equipped with functional Sanitary Napkin Vending Machine, Toilets for staff . The

institution has spacious, well-furnished Seminar Hall.

INFRASTRUCTURE AND LEARNING RESOURCES 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc. The institution is running UG and PG in Arts and Science. There are 12 departments including 6 in Arts, 5 in Science and a Physical Education. The main building of the institution consists of Principal's Cabin, Administrative Office, IQAC, Common Staff Room, Girls Common Room, all the independent departments are well equipped with LAN and PCs. 3 out of 15 Classrooms are equipped with projectors. NSS Cell, Girls Common Room attached with toilet and equipped with functional Sanitary Napkin Vending Machine, Boys Common Room, Toilets for staff and boys. The institution has spacious, well-furnished auditorium 'Pasaydan' equipped with 300 chairs and good quality sound

There are 3 laboratories in the institution equipped with requisite instruments for UG . The library of the institution is well furnished with more than collection of textbooks, reference books, encyclopaedias, dictionaries, journals, periodicals, etc. There is an independent reading room in the library. Internet Resource Centre for the students, newspapers, e-books, ejournals, etc are available. The library has been using cloudbased software 'LIB-Man' for accession of the books. The institution runs an independent wing for competitive exams 'Entry in Services'. The centre has a vast collection of competitive exam books along with reading room facility. The institution has with 02 PCs equipped with internet facility for the students. . Cafeteria for the students and the staff. Gymnasium with requisite equipment. Huge playground with Basket ballground, Kho-Kho ground, Kabaddi ground, etc

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.rmpatelcollege.com/infrastructure/

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

Facilities for Cultural Activities --Seminar Hall

Facilities for Sports and Games The institution is situated in lush green area of 1.25 acres. It has spared a huge space for sports and

games. There is a playground with 100 mt as well as joggers' track.
S/N Outdoor Games Indoor Games 1. Multi-gym 1. Weight Lifting 1.
Shot Put Carrom 1. Basket Ball Chess Facilities for Yoga As per the
instructions of Govt of India,

The institution observes International Yoga Day every year.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.rmpatelcollege.com/department-of-physical-education/

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

1

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

1

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.rmpatelcollege.com/infrastructure/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

2039000

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)	View File

4.2 - Library as a Learning Resource

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

The institution has been using LIB-Man software for library automation. It helps the library for: 100% assurance for import of other library software data to LIB-Man MARC facility is available for library searching data Supports e-book download & reading through N-LIST Supports cloud based latest technology, smart phone, SMS, email, bar code, etc. Follow all library latest standards such as MARC-21, Library Congress Standards, AACR-2 Fully secured & ILMS is maintained annually Fully documented user manual Best backup & recovery Reports/data export to word, excel, PDF, text, etc

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	NA

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	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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)

15735

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

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

288

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

4.3 - IT Infrastructure

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

The institution has a well established mechanism for the upgradation and deployment of information technology infrastructure. Considering the need of the students, teaching and supporting staff, the institution makes provision in the budget for Annual Maintenance Contract at the very beginning of every academic year. These IT facilities are updated through various systems. All the classrooms have continuous power supply. Three classrooms and laboratories are well equipped with essential facilities like Internet broadband wifi , designed furniture, anti-virus for all computers, etc. The college has 09 computers and 4 laptops with access to the internet. The free Wi-Fi facility is provided in the campus for all stakeholders. This year, the faculty used an online platform for teaching.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NA

4.3.2 - Number of Computers

9

File Description	Documents
Upload any additional information	View File
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	View File

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)

2039000

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

The institution maintains the infrastructure, installations and equipment regularly. Regular preventive maintenance is carried out through outer agencies. There are periodic checks of electrical, water installations, equipment, and sewage / garbage disposal. Complaint box is available for the students. Sanitary work, cleaning of classrooms, seminarhall, etc is done through the sweepers on daily wages basis.

The stock in the labs is verified annually, and damaged ones are discarded. Electrical and Electronic equipment are checked regularly at the end of every semester.

Library: The Librarian, ably assisted by one library assistants looks after the maintenance of the library books, journals, periodicals, furniture, electronic equipment, computers and software. The librarian co-ordinates with the administration to ensure that maintenance is done regularly. Weeding of books, Pest Management measures are carried out regularly. Reading room is available for the students in the library.

. Sports: Department of Physical Education observes the sports activities in the institution regularly. The institution has a huge playground for different games which are regularly cleaned and well maintained by support staff. A well-equipped gymnasium is regularly maintained.

Computers: There are 09 computers and 4 laptops in Administrative offices, Departments and Laboratories. They are maintained through outsources. Classrooms: The classroom facilities such as blackboards, electrical fittings and furniture, etc. are regularly maintained.

The institution has provided wifi to access the internet facility for the students. The worn out electrical fittings are replaced with the new ones as and when required. Water supply: There are 1 Reverse Osmosis (RO) water units supplying drinkable water. The RO units are cleaned and maintained on a regular basis.

Medical facilities: The institution has a good network with local clinics which provide service in case of emergency.

Parking Facilities: Adequate parking facilities for bicycles, two and four wheelers are available.

Security: The security is observed by a security guard duly appointed in the institution. Combo pack of 05 CCTV's is installed.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.rmpatelcollege.com/infrastructure/

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

625

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
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)	View File

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

00

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)	No File Uploaded

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	D. 1 of the above
---	-------------------

File Description	Documents
Link to institutional website	https://www.rmpatelcollege.com/infrastructure/
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

2020

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year
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File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent	A. All of the above
--	----------------------------

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

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

00

File Description	Documents
Self-attested list of students placed	No File Uploaded
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

00

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	No File Uploaded

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

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File Description	Documents
Upload supporting data for the same	No File Uploaded
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.

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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)	No File Uploaded

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)

The institution encourages students to participate in academic, co-curricular, extra-curricular, sports and student council.

Administrative: Internal Quality Assurance Cell (IQAC): The institution has nominated a student representative in IQAC.

Co-Curricular:

. Magazine Committee: The institution publishes yearly college magazine. .

Library Advisory Committee: This committee is comprised of principal, librarian, faculty members and student representative.

Excursion/Educational Tour Committee: The members of this committee organise tours monitored by concerned teachers.

Extracurricular: Cultural Activity Committee: The institution encourages students to organise and participate in all the extracurricular activities.

Internal Complaint Committee (ICC): ICC is functional in the institution. ICC is comprised of faculty members and girl students.

National Service Scheme (NSS): NSS activities play a significant role in shaping the personality of the students in the institution. This year the institution organised, various activities like anniversaries of great persons, Yoga Day, , Covid-19 Awareness etc. The institution organised a talk on 'Pandemic COVID-19, Our Health and Responsibilities and Importance of Vaccination'.

Sports: Institution Level Sport Competitions are organised every year. **Students Council:** Students Council is established every year as per rules and regulation of the University. , **Anti-ragging Committee.**

File Description	Documents
Paste link for additional information	https://www.rmpatelcollege.com/committee-association/
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

3

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)	View File

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 college has not done formal registration of the Alumni Association. But the alumni are invited in some important events organised by the college.

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

5.4.2 - Alumni contribution during the year (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 institution has been providing devotional service to the students for over the past 26 years of its existence. The priority of the institution is to bring academic excellence along with personality development to compete with the rest of the world. It also entrusts improvement in health care, environmental and social awareness, Corona Pandemic Awareness Drive, Plantation, etc.

Vision Statement: " Modern and traditional values with global perspective." Mission statement: "A center of excellence committed to the perfection of the human personality."

The nature of governance from a higher level to ground level consists of faculty members, administrative staff, students, and alumni. There is a transparency in the decision-making and the day-to-day administration between the stakeholders.

. College Development Committee (CDC) is constituted as per the norms of the Maharashtra University Act. Selective executive management members, teachers, and supporting staff are the members of the CDC. IQAC consists of the stakeholders directed by NAAC. The institution consults IQAC and CDC for making key policy decisions. The management system of the institution is decentralized and participatory in nature. A considerable autonomy, freedom, and support are provided to all stakeholders to create a useful teaching-learning environment. For various levels of administration and academic work, different committees are composed based on the principle of teamwork, collective responsibility, cooperation, freedom, and participation.

File Description	Documents
Paste link for additional information	https://www.rmpatelcollege.com/vision-mission/
Upload any additional information	View File

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

The principal of the institution observes routine, financial, and micro-level management and its regular progress and development. Adequate representation of teaching, supportive staff, and students is ensured for decentralization to govern effectively.

Responsibilities are assigned to the HoDs in conducting online classes, seminars/ webinars, conferences, classwork, distribution of work, the inclusion of new and innovative experiments, etc. The administrative staff is allotted different responsibilities for administrative work. To conduct major activities, the institution constitutes various committees and assigns the work accordingly.

Case Study: Due to the impact of the pandemic, maximum activities are conducted on virtual platform. A One Day Nationale-workshop on BASICS OF INTELLECTUAL PROPERTY RIGHTS [IPR] AND PLAGIARISM IN ACADEMICS was organised successfully on 28-08-2020. Two Days National Music e-workshop on GURUKUL SANGEET SHIKSHA PADDHATI, SHALA SHIKSHA PADDHATI TATHA ONLINE SANGEET SHIKSHA PADDHATI :BADALTI DHARAYE was organised successfully on 28-29 July, 2020. Both webinars were fine examples of decentralization and participative management. For this conference, the responsibilities were allotted to every staff member. The assigned responsibilities like finalization of the eminent guests, advertisement on different social medias, platform of peer reviewed journal for research papers, distribution of soft as well as hard copies, organization of the e-conference, etc.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Our institution strategically plans activities and executes them in a planned manner.

The activities are decentralized at four levels as departmental, administrative, academic, and financial. At the departmental level, academic strategic plans are made before the commencement of academic session by preparing the academic calendar of that year taking into consideration the university's calendar. Administrative committees that are formed at the beginning of the session are responsible for all student and staff related activities. The IQAC took the initiative to carry out the process of teaching-learning through online mode due to the prevalence of pandemic.

Strategic plan: IQAC suggested the head of the institution for the requirements regarding infrastructure, facelift of laboratories, up-gradation of classrooms, etc. All the suggestions were sanctioned by CDC.

Implementation: The institution utilises its funds for the following items:

1. consumable Laboratory items. 2. Software (Soft Polynomial, Nagpur) 3. Computers maintenance 4. Sanitizer Spray Machines 5. Precautionary measures for all the stakeholders Activities Organized During the year: During the COVID19 pandemic, the institution organized the following online activities Item /Title of the quality initiative by IQAC Date & duration A One Day Nationale-workshop on BASICS OF INTELLECTUAL PROPERTY RIGHTS [IPR] AND PLAGIARISM IN ACADEMICS was organised successfully on 28-08-2020. Two Days National Music e-workshop on GURUKUL SANGEET SHIKSHA PADDHATI, SHALA SHIKSHA PADDHATI TATHA ONLINE SANGEET SHIKSHA PADDHATI :BADALTI DHARAYE was organised successfully on 28-29 July, 2020.

Covid -19 vaccination camp:

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

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies,

administrative setup, appointment and service rules, procedures, etc.

The executive management of GONDIA EDUCATION SOCIETY, GONDIA [GES] approves and monitors the policies and plans for the development of the institution. It is comprised of President, Vice-President, Director, Secretary, and other members.

College Development Committee: College Development Committee (CDC) sanctions annual budget and financial statements, discusses the academic progress of the institution, suggests the administration for the up-gradation of the teaching-learning process, new appointments, augmentation of the infrastructure and facelift of the laboratories.

Principal and Institution Administration: The principal monitors administrative and academic activities. Office staff help the principal in the administrative matters. Due to the pandemic, this year, the faculty members carried out the teaching-learning process through online mode. The administration observes works related to admissions, examinations, scholarships, university correspondence, concerning government offices, etc.

On the academic front, the principal forms various committees for monitoring and facilitating activities.

Service Rules, Procedures, Recruitment, and Promotion: The institution follows the rules and regulations of the UGC, Revised Maharashtra Public University Act: 2016, and R.T.M. Nagpur University, Nagpur for the recruitment and grievances redressal. The promotional policy of the institution is transparent and impartial. The promotional procedure for teaching faculty is based on PBAS recommended by UGC and the affiliated university. IQAC monitors and co-operates in the process of the Career Advancement Scheme (CAS). The Confidential Reports of non teaching staff is prepared by the head of the institution and sanctioned by CDC for promotion to higher positions.

Grievance Redressal Mechanism: A Grievance Redressal Committee monitors the grievances of faculty, staff, and students. After receiving grievances and complaints, either in writing or oral form, the committee conducts a meeting to discuss the issues and to resolve them. To prevent cases of sexual harassment and to look into grievances of girl students, there is Internal Complaint Committee (ICC). The anti-Ragging committee is also formed to resolve the cases related to ragging, if any.

File Description	Documents
Paste link for additional information	https://www.rmpatelcollege.com/committee-association/
Link to Organogram of the Institution webpage	NA
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	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution effectively provides several welfare schemes for all teaching and non-teaching staff. Completion of the probation period is the criteria to get benefits of these welfare schemes.

. **Medical Reimbursement:** Medical reimbursement facility is available.

Accidental Insurance Scheme is admissible to all by the norms of state government **Group Saving Linked Insurance Scheme (GSLIS):** GIS is available for the all staff members in the institution.

Leave Travel Concession (LTC): The staff can travel all over Maharashtra State once in three years stipulated time period.

STC (Secondary Teachers Concession): It is permissible for the wards of non-teaching staff.

General Provident Fund (GPF) Defined Contribution Pension Scheme (DCPS) Career Advancement Scheme (CAS) is applicable as per the Government norms Minor Research Projects (MRP) facility is applicable UGC/DST Grants for organization of seminars and conferences Duty leaves to faculty members for attending national and international research activities like Orientation/Induction/ Refresher/ conferences/ seminars/ workshops/ guest lectures/ referee in sport events. Casual Leave/ Earned Leave/ Average Pay Leave (APL)/ Special Disability Leave/ Maternity Leave are admissible Pension schemes after retirement as per state government norms.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

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

00

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)	No File Uploaded

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

00

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)	No File Uploaded

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

5

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	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The institution directs all the teaching staff to submit a Performance Based Appraisal System (PBAS) each year based on the performance appraisal norms suggested by the UGC and affiliated university. The placements for the next scale or grade are done as per the circulars received from Joint Director (JD) office. The proposals of all eligible faculties are forwarded to the JD office

through IQAC and principal for placements and promotions. The staff members have received their due placements after fulfilling the necessary eligibility criteria. Research contributions like the publication of books, chapter in books, editing books, research articles, major and minor research projects, invited talks, etc. contribute to PBAS. For non-teaching Annual Confidential Reports (CR) is filled by the principal based on their performance and compliance with the orders of the administration.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

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 institution has a transparent mechanism for audits. Internal Audit: At the beginning of every academic year, the annual budget is sanctioned by all the members of CDC. Henceforth, the sanctioned budget is utilized as per the defined heads. External Audit: M/s.S.V.K.Co. Chatered Accounts, 2nd Floor, Shiv Gaurav Estate Apartment, Khare Town, Nagpur conducts a financial audit every year. This financial audit report is further submitted to: 1. Joint Director, Higher Education, Nagpur 2. Senior Auditor (Grant), Higher Education, Nagpur 3. Accountant General, (Audit)- II, Maharashtra, Nagpur The last audit was done by the approved auditor i.e. Senior Auditor and Joint Director of Higher Education, Nagpur.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

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)

00

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)	No File Uploaded

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

The institution is affiliated to R.T.M.Nagpur University, Nagpur, and aided by the Govt. of Maharashtra and included under section 2(f) and 12 (B) of the UGC Act, 1956. Hence, it is eligible for the grants under various schemes of UGC.

Executive management takes initiative in infrastructural development. The administration tries to collect the new resources for mobilizing funds to utilize it in a systematic way such as cycle stand, sanitary napkin vending machine, miscellaneous maintenance, etc.

File Description	Documents
Paste link for additional information	NA
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

IQAC constantly reviews the strategies and processes for institutionalizing the quality. It has been striving hard to improve the quality culture by channelized efforts towards promoting overall performance. The IQAC has brought a change in the institution by organizing various programs like:

A One Day Nationale-workshop on BASICS OF INTELLECTUAL PROPERTY RIGHTS [IPR] AND PLAGIARISM IN ACADEMICS was organised successfully

on 28-08-2020. Two Days National Music e-workshop on GURUKUL SANGEET SHIKSHA PADDHATI, SHALA SHIKSHA PADDHATI TATHA ONLINE SANGEET SHIKSHA PADDHATI :BADALTI DHARAYE was organised successfully on 28-29 July, 2020.

The two initiatives are as follow:

Practice 1: Teaching-learning and Evaluation through online mode As per one of the instruction of the government, due to the pandemic, the institution used online teaching mode. The IQAC emphasized promoting the use of online platforms for teaching. The online platforms used by the teachers for conduction of e-classes were like- G-meet, Zoom, YouTube, etc. As a result, the syllabus was completed through online mode and students became ready for the exam.

Practice 2: Conduction of online and offline activities Due to strict rules laid by the Government of India regarding social distancing, the institution conducted various activities through virtual platform. The activities like e-conference, webinars, guest lectures, e-talks, e-quizzes, etc.

File Description	Documents
Paste link for additional information	https://www.rmpatelcollege.com/infrastructure/
Upload any additional information	View File

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

Through IQAC, the institution time to time reviews and continuously upgrades the quality of the teaching learning process by way of enhanced academic research, effective training, and feedback system. **Teaching-Learning Reforms through ICT and Online Mode:** The institution encourages the faculty to use online mode and ICT tools such as smart classrooms, Google classrooms, Zoom, G-meet, YouTube, etc. for effective online teaching. Projects, assignments, and e-tests are made mandatory for their evaluation. The IQAC also focused on e-talks on various topics. This year, the IQAC promoted the students to participate in online teaching-learning process. The

students were encouraged to study the e-books made available on the website and the WhatsApp groups.

Evaluation of Students through Examinations: Due the prevalence of pandemic, the IQAC emphasized on conducting e-tests, e-seminars, projects, assignments, etc. The internal assessment marks were given to the students on the basis of performance in e-tests, e-seminars, and home assignments.

File Description	Documents
Paste link for additional information	https://www.rmpatelcollege.com/infrastructure/
Upload any additional information	View File

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.rmpatelcollege.com/wp-content/uploads/2022/03/TapScanner_03-09-2022-11.56_10032022.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution has established various committees for the safety and security of the girl students. Women Studies and Service Centre, Sexual Harassment Committee, Internal Complaint Committee, and Anti-Ragging Committee. The female students are also counselled by their mentors. The institution conducted the following activities to make girl students empowered and confident.

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	https://www.rmpatelcollege.com/infrastructure/

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

- 1. Solid Waste Management:** For collecting the solid wastes, different colored dustbins are kept in every nook and corner of the campus. To segregate solid waste, blue-colored dust bins are kept for dry waste and green colored dust bins are used for wet waste. Leaf litter from trees in the premises are left undisturbed for decomposition and vermicomposting. After the vermi-compost is ready in due course it is harvested and used for plants on the campus. Paper waste management is actively working and sells waste Newspapers to vendors for recycling at regular intervals.
- 2. E-waste:** As part of its eco-friendly practices, the institution

tries to manage all types of waste as efficiently as possible. E-waste is disposed of through the write-off procedure.

3. . Rain Water Harvesting: The institution has installed a functional RWH Unit where rainwater is collected from the terrace of the building. Paver blocks are also proved to be useful for RWH.

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	View File

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	View File
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:

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

A. Any 4 or All of the above

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

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

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

D. Any 1 of the above

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

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

C. Any 2 of the above

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

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

The institution has a rich heritage of tolerance and harmony towards cultural, regional, linguistic, communal socio-economic, and other diversities right from its establishment. The admitted girl students in the institution are local; belong to nearby villages having an agricultural background. Notably, most of the students belong to backward categories. The institution regularly organizes a variety of cultural activities for inculcating the values of tolerance, harmony towards cultural diversities in the region. Birth anniversaries of great national heroes and national festivals are observed to inspire the students. The NSS unit organised various programmes to spread awareness among the students.

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

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

The institution strives hard to develop the students all over personality by organizing various activities to cultivate values, rights, duties and responsibilities of citizens among them.

International Yoga Day (21st June)

Constitution Day (26th November)

Majhi Vasundhara Abhiyan- An Environment Awareness Programme Tree Plantation

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
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 professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
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 organizes and celebrates various national and local festivals to inculcate cultural integrity amongst the students. It also celebrates birth and death anniversaries of revered Indian personalities for making the students aware of the Indian historical past and their contribution. The institution has a regular practice to carry out the activity of plantation and conservation, every year. State, National and International Days: International Yoga Day

(21st June) Ranganathan Day (12th Aug) Independence Day (15th Aug)
NSS Foundation Day (24th Sept) Republic Day (26th Jan) Plantation

Majhi Wasudhara Abhiyan- An Environment Awareness Programme All these activities are carried out in the institution. The students, teaching, and non-teaching staff actively participate in these activities. Guests are invited to talk on various topics. All these activities contribute to inculcate moral, ethical, patriotic, social, holistic, and cultural values and to create a scientific approach among the students and the staff.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
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.

1. Title of the Practice :Training students of Music department to participate in programmes and competitions Objectives:To equip students with the latest skills in the field of music Students seeking education in non professional courses such as Arts should have placement opportunities in the field of music and entertainment To provide a platform to the rural students. To build self confidence and self esteem. The Context : The institution is situated in rural area and offers non professional programs. Majority of students come from poor and deprived background. Getting a degree is primarily believed to be a guaranty of earning. Lack of awareness towards career opportunities is a big challenge. Poor academic background is yet another challenge and obstacle in securing jobs. Students look at the institution as a primary source that can open up doors to opportunities with a strong belief. Consequently the institution must come up with a formalism that would pave way to student placements. Rural `students in general have interest nad great talent in music. Hence the institution has been training the students since last 15 years. 2. Best practice: Title of the Practice : Physical Training for Entry in Defence and

Police Services 2. Objectives : Students seeking education in non professional courses such as Arts should have placement opportunities. So the Sports department is very active to train and promote the students for building their career in various fields of life. To serve national cause of internal and external security. To provide a platform to the rural students. To induce habits of physical fitness. To ensure Gender Equity. To build self confidence and self esteem. Optimum use of on campus physical facilities. The Context : The institution is situated in rural area and offers non professional programs. Majority of students come from poor and deprived background. Getting a degree is primarily believed to be a guaranty of earning. Lack of awareness towards career opportunities is a big challenge. Poor academic background is yet another challenge and obstacle in securing jobs. Our nation is facing internal as well as external threats. Students look at the institution as a primary source that can open up doors to opportunities with a strong belief. Today's situation is far beyond the word competition. Consequently the institution must come up with a formalism that would pave way to student placements. Rural students , in general, have good physical fitness. Hence the institution has been continuing this practice since last 15 years. Selection of students in security forces would definitely serve National cause and ensure Gender Equity as well. 4. The Practice : The Physical Training given includes: Running (Short and Sprint), Shot put, Long Jump, Pullups including walking in place of pullups for women students. These are the main components during selection trials. Supplementary Exercise as warmup : Shuttle run, sprints, hurdles run, deeps, stepping, skipping and Surya Namaskars. In addition these cadets also avail the Gym facility. Available Physical Facilities: The ground, the skipping ropes, shot put, hurdles, time watches, measurement tapes and other allied material. Role of Physical Education Director: The Director trains, Monitors and organizes practice sessions of the cadets. Being incharge of the Department, he looks after the requirements and provision of appropriate facility. He plans the training sessions in the morning as well as evening hours so that routine of college activity does not suffer. The two sessions provide flexibility to participate as per the convenience of the aspirants. Information of Selection Trials: The department keeps a track of selection trials at regional, state and national levels and informs the cadets of the same. Constraints/Limitations: The Department has single faculty that puts a limitation on maximum number of students that could be accommodated.

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

Quality education along with student welfare has been the key word since inception of the institution. The educationally and economically deprived girls are the Target of the institution. To achieve this target several activities need to be carried out and the newly entering student has to be assured of all benefits of such activities. It is therefore quite in line to detail about all activities, facilities and processes available for the betterment of the student. Fresher's Welcome is a major initiative introduced and institutionalised by the college. At the beginning of the session, first year students of Arts take up this programme. The Institutional Vision Statement envisages Upliftment and Progress of Educationally and Economically Deprived People Through Internal and External Evaluation, Promotion and Sustenance Initiatives. Fresher's Welcome was introduced in the session 2010-11. Since then it has been progressively modified and restructured and has now been institutionalised. It addresses the needs of the new students in tune with their personalities. They are also made aware of ICT tools.

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

7.3.2 - Plan of action for the next academic year

1. To conduct Fresher's Welcome 2. Enhancing use of ICT based Teaching-Learning methods. 3. To extend student seminar activity in every department. 4. To ensure enhanced student progression. 5. To continue Mentor - Mentee Relationship. 6. To encourage research projects and publications. To focus students for effective use of library and internet resources of learning. 7. To continue best practices as mentioned in seventh criterion.