



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

| | | |
|--|---|--|
| 1.Name of the Institution | | Late Dattatraya Pusadkar Arts College, Nandgaon Peth, Dist. Amravati |
| • Name of the Head of the institution | Dr. Vijay Dadaraoji Darne | |
| • Designation | Principal | |
| • Does the institution function from its own campus? | Yes | |
| • Phone no./Alternate phone no. | 07212550847 | |
| • Mobile No: | 9420123346 | |
| • Registered e-mail | vijaydarne200@gmail.com | |
| • Alternate e-mail | ldpam164@sgbau.ac.in | |
| • Address | Late Dattatraya Pusadkar Arts College, Nadgaon Peth, Tq. Dist. Amravati | |
| • City/Town | AMRAVATI | |
| • State/UT | Maharashtra | |
| • Pin Code | 444901 | |
| 2.Institutional status | | |
| • Type of Institution | Co-education | |
| • Location | Rural | |

| | | | | | |
|---|---|----------------|-----------------------------|---------------|-------------|
| • Financial Status | Grants-in aid | | | | |
| • Name of the Affiliating University | Sant Gadge Baba Amravati University, Amravati | | | | |
| • Name of the IQAC Coordinator | Dr. Pankaj Dnyaneshwar More | | | | |
| • Phone No. | 07212660176 | | | | |
| • Alternate phone No. | 9356971871 | | | | |
| • Mobile | 9403455077 | | | | |
| • IQAC e-mail address | pankajmore07@gmail.com | | | | |
| • Alternate e-mail address | ldpam164@srbau.ac.in | | | | |
| 3.Website address (Web link of the AQAR (Previous Academic Year) | https://dpacnandgaon.org | | | | |
| 4.Whether Academic Calendar prepared during the year? | Yes | | | | |
| • if yes, whether it is uploaded in the Institutional website Web link: | https://dpacnandgaon.org/pdf/Academic%20Calendar%202020-21.pdf | | | | |
| 5.Accreditation Details | | | | | |
| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
| Cycle 1 | B | 2.18 | 2016 | 16/09/2016 | 15/09/2021 |
| 6.Date of Establishment of IQAC | | | 01/04/2014 | | |
| 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 | |
| Nil | Nil | Nil | Nil | Nil | |
| 8.Whether composition of IQAC as per latest NAAC guidelines | | | Yes | | |
| • Upload latest notification of formation of IQAC | | | View File | | |

| | | |
|---|---------------------------|--|
| 9.No. of IQAC meetings held during the year | 3 | |
| <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 | View File | |
| 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) | | |
| Online Conferences and Webinars organized by English Department, Ph.D. Research Center and Non-Teaching staff. | | |
| Workshop for staff members to improve ICT skills. | | |
| Organization of online Vidarbha Level Debate Competition. | | |
| Timely submission of AQAR. | | |
| Uploaded data on MIS and AISHE | | |
| 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 |
|---|---|
| Take necessary action in order to maintain cleanliness in campus and health of staff members in view of the current pandemic. | The campus is sanitized on a regular basis and all necessary safety measures are taken. All members of the staff has been fully vaccinated. |
| To organize Covid-19 awareness programme. | Medicine distribution and mask making was conducted. Sanitation and social distancing awareness program was conducted. |
| To impart training to teachers to improve distance learning environment. | All the teachers are given special training to equipped them for virtual mode of teaching. |
| Meeting related to preparation of student satisfaction survey. | student satisfactions survey was conducted. |
| Meeting regarding the feedback from the students and teachers | Feedback from students and teachers were collected, analysed and used for improvement. |
| Upload the college data on MIS portal of Directorate of Higher Education, Govt. of Maharashtra | The college data was uploaded on MIS portal |
| Upload the college data to AISHE portal of MHRD | The college data was uploaded on AISHE portal |
| Meeting conducted by IQAC to promote the faculty for organization and participation in conferences / seminars / workshops / refresher courses and faculty development program | Faculty participated in various conferences, seminars, workshops, refresher courses and faculty development programs in their subjects |
| To conduct one week computer training program for teaching and non-teaching staff | Computer training program was organized to improve ICT skills. |
| To prepare AQAR of the academic session 2019-20 | The AQAR of the academic session 2019-20 was submitted on 30-12-2021 |
| 13.Whether the AQAR was placed before | Yes |

| | |
|--|---------------------------|
| statutory body? | |
| <ul style="list-style-type: none"> Name of the statutory body | |
| Name | Date of meeting(s) |
| College Development Committee | 08/05/2022 |
| 14. Whether institutional data submitted to AISHE | |
| Year | Date of Submission |
| 2020-21 | 22/02/2022 |
| Extended Profile | |
| 1. Programme | |
| 1.1 | 10 |
| Number of courses offered by the institution across all programs during the year | |
| File Description | Documents |
| Data Template | View File |
| 2. Student | |
| 2.1 | 217 |
| Number of students during the year | |
| File Description | Documents |
| Data Template | View File |
| 2.2 | 62 |
| Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | |
| File Description | Documents |
| Data Template | View File |
| 2.3 | 42 |

| | |
|---|---------------------------|
| Number of outgoing/ final year students during the year | |
| File Description | Documents |
| Data Template | View File |
| 3.Academic | |
| 3.1 | 09 |
| Number of full time teachers during the year | |
| File Description | Documents |
| Data Template | View File |
| 3.2 | 09 |
| Number of Sanctioned posts during the year | |
| File Description | Documents |
| Data Template | View File |
| 4.Institution | |
| 4.1 | 04 |
| Total number of Classrooms and Seminar halls | |
| 4.2 | 150.48415 |
| Total expenditure excluding salary during the year (INR in lakhs) | |
| 4.3 | 13 |
| Total number of computers on campus for academic purposes | |
| 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>The institution plans for effective implementation of the curriculum. In the beginning of each semester time table is prepared. The academic calender is prepared in unison with university academic calender that includes the activities, internal</p> | |

test, co-curricular and extra-curricular activities. All faculty members prepare a comprehensive annual plan to help timely completion of the syllabus. Regular class activities are noted down in the college diary. ICT in teaching is used to simplify the subject and increase the desire and curiosity of the learners. Regular staff council meetings are conducted to access effective implementation of the curriculum. The teachers also give the assignment of related topics to the students. But in this academic year the institution took notice of the instructions given by Higher Education Department, Govt. of Maharashtra to conduct online classes. Whatsapp groups were created for each class. All the information was shared in the groups for the smooth running of online classes. The notes, exercises, Multiple Choice Questions and the PPT's were shared for the benefit of students. Videos, youtube links, charts helped the teaching learning process. Due to the pandemic everything was shifted to online mode.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | https://dpacnandgaon.org/pdf/1_1_1_Curriculum_Aspects_Optimized.pdf |

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

The institution follows the schedule given in the academic calendar including for the conduct of CIE. The institution has constituted examination committee under the chairmanship of the Principal. The committee has looked after the examination and its evaluation. The committee aims at a transparent examination and evaluation process. It prepares the exam schedules and communicates the students well in advance. At the beginning of the semester faculty members inform the students about various components in the assessment process. To ensure proper conduction of the process the invigilators are assigned and evaluation process is done by the faculty members within very short days. Evaluated papers are shown to the students for any grievance which are redressed immediately and the final results are displayed on the notice board and same to be recorded by the concerned department. The internal evaluation of the students in each subject is also assessed by conducting interviews, seminars, group discussion, viva-voce, practicals and home assignments. There is one unit test and one sessional mid term examination as a prelude before the university final exam. The papers are based on university

pattern. The students are made compulsory to appear for the college internal examination.

| File Description | Documents |
|--------------------------------------|---|
| Upload relevant supporting documents | View File |
| Link for Additional information | https://dpacnandgaon.org/pdf/1_1_2_CIE.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

1

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Minutes of relevant Academic Council/ BOS meetings | View File |
| 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

00

| 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

The college has been working for the holistic development of the students. The various programmes as a part of our curriculum are arranged related to gender equality, sustainability, human values, professional ethics and environmental awareness. The compulsory paper of environmental studies is taught to B.A.II students and awareness regarding environment is done through Environmental committee. Each course of university offers at least one issue that integrates issues related to either gender, or environment, or human values or professional ethics. The subjects such as Political science, Sociology, Home- Economics instill gender equality, sustainability,

human values, professional ethics and among students. The College celebrates days of National and International importance as Republic-day, Women day, Independence Day, Teacher`s day, Human Right Day, International Yoga Day, AIDS Day, National Sport Day, Ozone Day, N.S.S. Day, etc. and celebrates birth and death anniversary of national heroes. These celebrations nurture the moral, ethical and social values. The college has Women Empowerment & Anti Ragging Committee and Grievance Redressal Cell to provide counseling to students, promote gender equity among students and also deal with related issues of safety and security of female students. Various programmes are arranged to create gender awareness.

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

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

2

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Programme / Curriculum/ Syllabus of the courses | View File |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | View File |
| 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

89

| 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

A. All of the above

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

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

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

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| URL for feedback report | https://dpacnandgaon.org/pdf/1.4.1%20Stakeholder%20feedback%20report.pdf |

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

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| 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

205

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| 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

The college is situated in rural area. Most of the students are admitted in the college from rural areas. So, it needs to classified slow learner, moderate learner, and advance learner. At beginning of academic year after completion of admission process slow, moderate, and advance learners are identified by various methods such as HSC marks, class test, performance in previous university examination, and student's interaction in class. The college has formed a committee for identification of learners as well as Remedial coaching committee for the purpose. The College conducted remedial coaching for slow learners and advance learners. A seperate time table is made for these students. The college teachers provide special teaching for slow and advance learners through Competitive examination, guidance Programme, Seminar, Workshop, conference, field visit, study tour, and essay competition etc. For advance learners the special teaching Programmes are organized. They are motivated by giving prizes to the meritorious students that are distributed by president of society and all teaching and non-teaching staffs on the occassion of anuual gathering programme. This motivates and inspires students for their future academic growth. For slow learners the college teachers provide assignment, notes,

study materials, remedial coaching, and personal counseling.

| File Description | Documents |
|-----------------------------------|---|
| Link for additional Information | https://dpacnandgaon.org/pdf/2_2_1_Slow_Learners_Advanced_Learners.pdf |
| Upload any additional information | View File |

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

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| 217 | 9 |

| 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 departments of college employed following methods to make learning effectively.

Experiential learning:

The College focuses on experiential teaching learning techniques through online due to covid-19. In academic year 2020-21 various programmes such as yoga meditation, essay competition, various days celebration was conducted through online platform due to pandemic. To learn students how to create awareness in the community and learn experiential, students were participated in various extension activity such as clean the campus, planting the trees, AIDS awareness day, Blood donation camp, Road safety awareness Programme etc. by following rules and guidelines of covid-19 given from government time to time.

Participative learning:

This is also effective learning method for students. In academic year 2020-21 due to covid-19 pandemic the students were almost participated through online mode in seminar, national event and days' celebration. The student have active participation in the

publication of college annual magazine 'Gramjyoti' as well as 'Antarnad' and 'Insight' wall magazine by writing the literary work.

Problem Solving Method:

This method promotes critical thinking, creativity and scientific temperament. The students are expected to observe, understand, analyze and find solution that lead to a holistic understanding of the concept.

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| Link for additional information | https://dpacnandgaon.org/pdf/2_3_1_Student_Centric_Methods.pdf |

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

During the latest academic year, the lockdown was deployed due to covid-19. The all teachers had conducted online lectures and examination by using online platform like Zoom, Google classroom and Google form etc. Whatsapp groups were created to give assignments and all necessary information to the students. Every teacher prepared the PPT. They share the links of other useful videos on whatsapp groups for the benefit of the students. The recorded videos were uploaded on their own YouTube channel and shared to students on whatsapp groups. As per online time table the teachers provide all teaching materials to the students. ICT enabled teaching methodologies are being used by all faculty members of our college. The video recording facility was developed in each department of the college with various tools like recording stand, mike, and writing pad etc. The college has ICT facilities in three class rooms and one seminar hall. The college teachers effectively used ICT tools for effective teaching-learning on online platform as well as offline.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | https://dpacnandgaon.org/pdf/2_3_2_Use_of_ICT_enabled_techniques_by_the_faculty.pdf |

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

9

| File Description | Documents |
|---|---------------------------|
| Upload, number of students enrolled and full time teachers on roll. | View File |
| Circulars pertaining to assigning mentors to mentees | View File |
| mentor/mentee ratio | View File |

2.4 - Teacher Profile and Quality

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

9

| 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 | View File |

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

7

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| 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

165

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| 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 performed internal evaluation process as per norms and guidelines of Sant Gadge Baba Amravati University, Amravati. The academic planning committee and examination committee prepared the internal theory and practical examination time table as per university examination circular. In advance it is communicated to students on WhatsApp group, notice board and distributed to each department. Due to covid-19 pandemic lockdown the internal examination of odd and even semester (Academic year 2020-21) for B.A. course is conducted in online mode through Google form. The internal theory and practical examination schedule were communicated to students on their department wise separate WhatsApp group. The teachers communicated necessary guidelines in this regard to students on WhatsApp group. The internal theory and practical examination were conducted using Google form as per time table. The practical viva voce was taken through zoom online platform. The internal evaluation was performed as per examination circular given by Parent University. The internal examination marks are submitted by online to university examination portal through college login account. The one hard copy of marks duly filled up was submitted to college examination cell.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | https://dpacnandgaon.org/pdf/2_5_1_Internal_Assessment.pdf |

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

The internal examination grievances such as marks entry problem, absence etc are firstly redressed by respective head of department. The internal assessment like assignment submission, class test, seminar, project, practical and viva voce related problems were resolved at college level in respective department. The student's internal marks are incorrectly entered or absences due to examination online portal server problem are resolved by college examination officer communicated to university examination section immediately. The grievances related to external examination like absence in paper, wrong mark entry, hall ticket issue, mistake in name and subject were resolved by college examination officer. In lockdown due to Covid-19 the external theory examination question papers were set at the university level and the examination was conducted at the college level. The question papers were sent from the university to the principal/examination officer mail and Google form link was created at college level. All subjects Google form link were created by examination cell and that link was shared to students as per time table through respective head of department. Any technical issue such as net connectivity was resolved by respective department.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | https://dpacnandgaon.org/pdf/2_5_2_Exam_Related_Grievances.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 college is affiliated to Sant Gadge Baba Amravati University, Amravati and follow the curriculum prescribed by the university time to time. The curriculum of each subject has been designed outcomes based. All Programme outcomes (POs) and course outcomes (COs) has been displayed on college website to aware for various stakeholders. The Programme outcomes and course outcomes are intimated to students

and parents at time of admission in counseling. During the first

lecture in class teachers provides the Programme outcomes and course outcomes and various opportunities after completion of Programme. The feedback of various stakeholders such as students and teacher were taken in each year about the curriculum and after analysing the feedback, the report get prepared by IQAC and send to Principal and management for the necessary action. The various Programme related to Programme outcomes like competitive examination guidance for students are conducted in the institution.

| File Description | Documents |
|--|---|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | https://dpacnandgaon.org/pdf/2_6_1_POs_PSOs_&_COs.pdf |
| Upload COs for all courses (exemplars from Glossary) | View File |

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

The method employed for the evaluations of program outcomes and course outcomes as given follows. The evaluation was carried out through internal and external examination. The formative assessment process was carried out includes unit test, assignment, class test, seminar, and project etc. The academic progress of students in this regard was monitored by each teacher as well as head of department. In summative assessment includes university theory examination and practical examination. Average attainment in direct method is equal to university examination (80%) + Internal examination (20%). Indirect assessment method includes employability and progression to higher education. After result declaration each department was analyzed the result of students and intimated to improve in examination next. The college organizes various extension activities through NSS to get outcomes like social awareness, skill development and then evaluated by different methods. The Programme outcomes and course outcomes was evaluated through another method such as performance in co-curriculum, extension activity, and extra-curriculum activities. These activities include NSS and sport. The respective teachers are also observed the students' performance in this activities through observation and interaction with students.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for Additional information | https://dpacnandgaon.org/pdf/2_6_2_Attainment.pdf |

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

42

| 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 | View File |
| Paste link for the annual report | Nil |

2.7 - Student Satisfaction Survey

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

<https://dpacnandgaon.org/pdf/2.7%20SSS.pdf>

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)

Nil

| 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) | View File |

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

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

0

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

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

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

3

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| Any additional information | No File Uploaded |
| List of workshops/seminars during last 5 years (Data Template) | No File Uploaded |

3.2 - Research Publications and Awards

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

the year

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

10

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| 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

2

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| 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

The college promotes regular engagement of faculty, students and staff with neighbourhood community for their holistic development and sustained community development. Every year through the department of NSS. Various awareness programmes like workshops, rallies, cleanliness drive, tree plantation, green environment, gender sensitization, traffic rules awareness, voter registration, health check-up camps and tobacco free campus are organized. Continuous voluntary activities by students to maintain cleanliness in and around the campus, create awareness about the role of clean environment in human health and contribute to the National Swacchha Bharat Abhiyan. The activities conducted lead imbining the values of social responsibility. The students learn to help people in need and distress. They understand and share the need of under privileged children. They promote cleanliness in all span of life and common places. They acquire social values and deep interest in environment

related issues. The students enlarge the knowledge of societal issues and problems. They try to search solution by getting involved with their lives. They build up relation and tie up with organization to carry forward humanitarian work in future. They develop a passion and brotherhood towards community.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://dpacnandgaon.org/pdf/3_3_1.pdf |
| 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

0

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

11

| File Description | Documents |
|--|---------------------------|
| Reports of the event organized | View File |
| 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

299

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| 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

3

| File Description | Documents |
|---|---------------------------|
| e-copies of linkage related Document | View File |
| 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

3

| 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 | View File |

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 has adequate infrastructure and physical facilities for teaching-learning.

Classrooms: All the classrooms have ICT facilities. The seminar hall is also equipped with ICT facilities.

Laboratories: Well equipped laboratory with all necessary equipments of Home Economics department.

Computing equipments: There is one computer with printing facility in each Department for the use of faculty to keep their records up-to-date.

Computer Laboratory : The computer laboratories are comprised with advance computing systems. There are 11 computers in the computer laboratory. They are used for academic purpose only.

Health Center : To keep the students physically and mentally fit the college has health center. It has Six Station Multi Unit, Flat Bench, AB Machine, Chin-ups stand, Seated Roving, Still Dumbbells, Trade Mill, Jogger, 4 in 1 jogger, etc.

Library: The central library has a good number of text books, reference books, magazine and research journals. Library is fully automated with software viz. e-Granthalaya. The library is has reading rooms separate for Students and Teachers. The students' reading room has two computers for internet access. The library

remains open from 7.30 a.m. to 2.00 p.m. The library has seven numbers of computers (1-Librarian, 1-Server, 1-Circulation, 1-OPAC, 1-Library Work, 2-Internet Access).

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://dpacnandgaon.org/pdf/4_1_1_Physical_Facilities.pdf |

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

At the college level, cultural activities are conducted in NSS Special Camp. Through these programs, students perform One-act Play, Street play, folk songs, etc. Even though these programs have recreational purpose, they have additional benefit of educating the masses by focusing on the prominent issues of the society.

The college organizes Annual Cultural Festival "Yuva-Avishkar". Since it is solely a college event, every interested student can participate and exhibit his/ her talent. In this 3-days festival, various competitions are conducted like Quiz Competition, Dance Competition, Fashion Dress Competition, Singing Competition, Poem Competition, etc. The college organizes Regional Level (Vidarbha Region) Debate Competition every year, and students from all the affiliated colleges in Vidarbha Region are given an opportunity to participate in the same. The winners of the competition are felicitated with cash prizes, mementos and certificates.

The College has playgrounds as per required measurement for outdoor games, namely:

Kabaddi

Kho- kho

Volleyball

As for Indoor games, Chess board, Carom board and Table-Tennis Table are provided.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Upload any additional information | View File |
| Paste link for additional information | Nil |

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

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | 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)

0

| 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 library in the college is automated by using e-Granthalya Software version 31 in the year 2011. The e-Granthalya is a digital platform developed by National Informatics Centre, Ministry of Electronics and Information Technology, Government of India for Automation and Networking of Government & Semi-government Libraries. The software provides a complete ICT solution for Library Computerization with Integrated Library Management System. The software is flexible to run on any operating system. It is the package bundled with library management modules. The software is based on Client-Server architecture.

The ILMS Software consists of modules such as Acquisition, Cataloguing, Circulation, OPAC, News Clips, Micro-Docs, Serials and various types of Reports.

Now we are planning to shift on KHOA library management software which is globally accepted software.

Computers available - Total (7) - 1 for Server, 1 for Circulation, 1 for OPAC, 1 for Librarian, 1 for clerk, 2 for students to access the internet.

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

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

E. None of the above

| File Description | Documents |
|--|---------------------------|
| Upload any additional information | No File Uploaded |
| Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template) | 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)

0.30807

| 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

30

| 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 college has adequate IT infrastructure and it is frequently updated. The college has total 29 numbers of computers with latest configuration. The computers are updated with Windows 7 operating system. The anti-virus software is frequently updated to keep the computers free from virus. All these IT facilities are updates as per the needs. The CCTV cameras are updated in this year.

The college office administration software (Scholar) is updated regularly. The college has AMC for that. The college library software (e-Granthalaya) is updated regularly. The latest version is 31.

The college has Wi-Fi facility to all the departments including office and library and it is updated frequently.

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

4.3.2 - Number of Computers

13

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

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)

0.34656

| 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.

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities.

- There is only one laboratory in the college. The laboratory is maintained by laboratory attendant under the supervision of head of the department.
- The maintenance of equipments and other necessary utensils is made by the departmental funding approved time to time by the Principal.
- The maintenance of library has been done under the supervision of librarian along with library attendant.
- The computers in computer laboratory and computers in various departments and other ICT equipments are maintained under the supervision of Librarian along with the library attendant. Minor repairing is done in the college by the Librarian whose additional qualification is Master of Computer Management (M.C.M.) and for major repairing the college goes under the other repairing agency.
- There is systematic work allotment between the class four employees to maintain the cleanliness of the classrooms, toilets and other campus of institute which is supervise by cleanliness committee established by college.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

129

| 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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

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

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

A. All of the above

| File Description | Documents |
|---|---|
| Link to institutional website | https://dpacnandgaon.org/pdf/5_1_3_Combine.pdf |
| 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

48

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

48

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

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

A. All of the above

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

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

0

| File Description | Documents |
|---------------------------------------|---------------------------|
| Self-attested list of students placed | View File |
| 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

21

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for student/alumni | View File |
| Any additional information | No File Uploaded |
| Details of student progression to higher education | View File |

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

2

| File Description | Documents |
|-------------------------------------|---------------------------|
| Upload supporting data for the same | View File |
| 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.

0

| 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) | View File |

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 college facilitates students representation and engagement in various administrative, co-curricular and extra curricular activities. Due to the new University Act of Maharashtra Government regarding elections of the student council, elections were not held and hence the students council was not formed. However at the institutional level subject wise associations student nominated on various academic and administrative committee of the institution like Internal Quality Assurance Cell (IQAC), National Service Scheme, Anti Ragging and Grievance Redressal Cell, Women Empowerment Cell and sports and cultural committee. The students attend regular meeting to carry out academic and administrative activities.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://dpacnandgaon.org/pdf/5_3_2_Students_Representation.pdf |
| Upload any additional information | View File |

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

1

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| 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 registered 'Alumni Association of Late Dattatraya Pusadkar Arts College, Education and Welfare Society' under the registration act of 1860 with registration number MH/531/16 dated 25/07/2016. The alumni association committee consists 11 ex students as a managing committee and more than 60 students as a members of the association. The association contributes in academic, curricular and society outreach programme conducted by the college. Meeting of executive body of alumni association was held on 8th January 2021. Executive body of alumni association have discussed on various topics like overall development of the college, the needs of the poor and underprivileged students and to register new members in the association. Executive body of the association have also discussed about to arrange various programmes in near future like fund raising for poor students, books donation and career guidance. The members of the association shared their experience and gave feedback for further development of the college. Total 43771.50 Rupees was deposited as alumni association in state bank of India, Nandgaon Peth branch in A/C 35974849887. The students who completed graduation from the college are eligible to register as member in alumni association.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://dpacnandgaon.org/pdf/5_4_1_Alumni_Association.pdf |
| Upload any additional information | View File |

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

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |

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 organizational structure and Governance of the Institution:-

The Organizational structure of the institution that helps to govern the institution activity. Scholars of higher education have developed a variety of multidimensional models of organizational behavior that also shed considerable light on college structure. There are several concerning bodies those are quite helpful in thinking about organizational structure and process within colleges. There is a combination of organizational structure and process that shapes college behavior.

The college organizational structure includes the various components that rules the college administrative work. The college executive committee, college development committee and college internal committees that includes teachers continuously thinking accordingly vision and mission of the college and strive for fulfilling the goals and objectives of the college.

Vision :

To reeducate, groom and inspire the rural youths to be the nationalist citizens who would strive to be equipped with highest ethical, ideological, philosophical and intellectual honesty and integrity in their private, public and professional endeavors.

Mission:

To strive to produce self reliant, promising and motivated citizens from rural area committed to contribute their worth in the endeavors of healthy Nation-Building by ensuring the sustenance and enhancement of quality culture of education in the institution.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://dpacnandgaon.org/pdf/6_1_1.pdf |
| Upload any additional information | View File |

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

Decentralization among teaching & Non teaching staff :

Near about 25 various committees are formed among the teachers & non teaching staff for the decentralization of college activities run under the chairperson cum principal of the college. The specific college activity is run under the decided committee throughout the academic year and the report of the activities organized is submitted by each co-ordinator to the IQAC. And the same is reflected in the Annual Quality Assurance Report. There are four main components i.e. 1. Administrative 2. Teaching Departments 3. Stakeholders 4. Students activities which are decentralize for effective college administrative.

Participation of Management:

As per university our college has Executive Management committee, college development committee and IQAC those include the representatives of the college management. Through these committee the management takes an active part in the overall development of the college. in the regular meetings the suggestions are accepted by the members resolutions are made in order to development of the college, These suggestions are also helpful to remove the problems and complaints if any in the smooth running of college administrative work college activities and the welfare and academic development of the students.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://dpacnandgaon.org/pdf/6_1_2.pdf |
| Upload any additional information | View File |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Deployment of perspective plans the important activity that is successfully implemented based on the strategic plans is teaching & learning process. Teaching & Learning is the most important activity related to students overall development. The college of committee takes continuous efforts to improve the quality of teaching and learning process. At the beginning of session each department plans its perspective plan and annual plan of the teaching process in order to implement best activities with the completion of the syllabus prescribed by the university. The same will be submit to the IQAC for the approval. The teacher prepare daily diary and activities accordingly. The regular teaching includes ICT implementation. The teachers prepare power point presentation of related topic to teach the students. The application of ICT in teaching simplifies the subject that increase the interest of the learners, project works, Assignments, Group discussion, personal interviews, presentation skills are conducted for student's evaluation. Remedial coaching for weaker students. Bulet classes for meritorious students, Extra classes for completing syllabus, guest lecturers to provide supplementary knowledge enhance teacher & learning process. Regular meeting of staff council, IQAC, CDC are conducted to access effective implementation of the process.

| File Description | Documents |
|--|---|
| Strategic Plan and deployment documents on the website | View File |
| Paste link for additional information | https://dpacnandgaon.org/pdf/6_2_1_Perspective_Plan.pdf |
| Upload any additional information | No File Uploaded |

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

The Organogram of the institutions views a clear process of college administrative. The college executive committee and college Development College always support the administration. The suggestions taken in the regular meetings to run certain administrative policies. Its also helps to meet financial need. as per organogram of the institution the college administrative work is passing through all these components. The Principal is a centre point of the college and he decentralize the office work by forming internal various committees with its coordinator & other members.

| File Description | Documents |
|---|---|
| Paste link for additional information | Nil |
| Link to Organogram of the Institution webpage | https://dpacnandgaon.org/pdf/Organogram.pdf |
| Upload any additional information | View File |

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

B. Any 3 of the above

| File Description | Documents |
|---|---------------------------|
| ERP (Enterprise Resource Planning) Document | View File |
| Screen shots of user interfaces | View File |
| Any additional information | No File Uploaded |
| 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

Existing welfare measures for teaching and non teaching staff:

1. **Group Insurance and other Insurance Policies:** The college has group Insurance policy for teaching and non-teaching staff having policy no. 605849. The staff is also encouraged for applying individual life insurance policies.
2. **Provision for leaves:** There is a provision for leaves to be taken by the teaching & non-teaching staff i.e. casual leave for each other work, medical leaves for health treatments, Duty leaves for performing office work and attending FD programmes. Earned leaves and many others.
3. **Provident Fund:** Each employee of the college has G.P.F. for the his future provisions and emergency refundable and non refundable loan.
4. **Health center:** The College has not its own health center but the college located only 15 km away from the Amravati city. An

emergency medical help can easily be provided if any and reimbursement facility is also provided to meet medical expenditure of the staff members.

5. The colleges maintain uniform facility to non-teaching staff to maintain college discipline.
6. Mobilization of Funds: The teaching staff is mobilised with funds for attending conferences, seminars, workshops organized by other institutions. Felicitation programmes are organized for excellent performance of the staff to motivate them

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://dpacnandgaon.org/pdf/6_3_1_Welfare_Measures.pdf |
| 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

0

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | No File Uploaded |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | View File |

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

2

| File Description | Documents |
|--|---------------------------|
| Reports of the Human Resource Development Centres (UGCASC or other relevant centres). | View File |
| 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) | View File |

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

4

| File Description | Documents |
|---|---------------------------|
| IQAC report summary | View File |
| 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 College has performance Appraisal system committee that looks after the performance Appraisal of teachers as well as non- teaching staff. The Coordinator of the committee gives necessary information's to the staff for filling the format at the end of every academic year. The same is submitted to the I.Q.A.C. After checking final recommendation of the I.Q.A.C. results to sign the

principal of performance appraisal formats. The committee examines the evidential proofs submitted in supporting the indicators mentioned in the appraisal formats and decides the final score. The appraisal performances of non-teaching employees keep confidential in the office. The coordinator of the committee also looks after the updates of entries in service books of teaching and non-teaching staff.

Mechanism for performance Appraisal System:

Teachers and non-teaching staff fill the appraisal form in the academic performance at the end of every academic year.

The committee coordinator reviewed the appraisal form and approves to send to I.Q.A.C.

I.Q.A.C. coordinator checks the reports and evidential proofs submitted in supporting of self appraisal form.

Verified corrected copy gives the concerned employee and copied to office record and the same is submitted at the time of promotions under CAS.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://dpacnandgaon.org/pdf/6_3_5_API.pdf |
| 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 college has financial Audits mechanism to clear colleges' internal & external audits. The college management gives financial supports to meet the deficit part occur in audits.

At the beginning of every financial year, the financial budget is prepared. It is put before the college Development committee of the college. It is keenly observe that the funds allocated to the expenditure heads mentioned in the budget, should be expensed on the heads. The college accountant prepare cash book, ledger book for the receipts & payments daily throughout the year. At the end he prepare a statement of expenditure and they came record is submitted to the

chartered Accountant for the finalization of college Audit and then the final audit is put before the CDC for giving final approval and the settlement of the audit objections if any. At least with the consent of the CDC it is approved.

Mechanism of audit :

Preparation of Annual Financial Budget.

Put before the CDC for approval.

Preparation of cash book & ledger book.

Preparation of statement of Expenditure.

Received by the Principal.

Submission to chartered Account for final.

Put before the CDC for setting audit objections and approved.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://dpacnandgaon.org/pdf/6_4_1_Audits.pdf |
| 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)

0

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

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

Generation of funds is a vital component of the college, Utilization of funds results a subtle development of the college, It also results to give better educational facilities to the students. The college has 2(f) and 12 B statuses so that it can apply for seeking the grants to the commission.

The college executive committee and development committee always strive for seeking grants from educational philanthropist to meek infrastructure.

The college generates funds from the parent society to meet financial needs. The college teaching and non- teaching staff has its separate corpus funds to staff, College development, campus gardening and cleanliness, students welfare and emergency financial need.

The college teachers apply to funding agencies for organizing seminar, conferences, workshop and their research expenditure.

In this way the college parents society, college development committee and staff individually starving hand to mobilize funds because the college is not too much adequate financial position.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://dpacnandgaon.org/pdf/6_4_3_Audits.pdf |
| Upload any additional information | View File |

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

The college has established Internal Quality Assurance cell the month of April 2014 . It always plays a catalytic role is quality enhancement of college. The IQAC had contributed significantly in the academic year 2020 -2021 even though covid -19 pandemic lockdown.

IQAC has following practice and strategies for institutionalization of quality assurance.

1. Preparation of Action Plan
2. Preparation of Academic Calendar & Various Committees
3. Regular IQAC meeting
4. Preparation and submission of AQAR
5. Conduction if various work shop, Seminars Conference
6. Collection of the feedback of various stakeholders

Two Practices institutionalized as a result of IQAC initiatives are given follow

IQAC conduct webinar

1. Due to Covid - 19 Pandemic IQAC plays a significant role for conducting various workshops, seminar for students and faculty. English web the IQAC conducted e-content development workshop for faculty improvement IQAC guided to the faculty various processes to develop e -content and online teaching.
2. Collected to feedback of various stakeholders IQAC collected feedback of students and teachers regarding college and curriculum. After collection of feedback IQAC analyses the reports and prepared action plan and try to resolve all weakness by sending proposal to Principal& Management

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://dpacnandgaon.org/pdf/6_5_1_IQAC_Minuties_&_ATR.pdf |
| 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

The institution reviews its teaching learning process, Structures and methodologies of operation and learning outcomes at periodic interval through IQAC following two examples of institutional reviews and implementation of teaching learning reforms facilitated by IQAC

Feedback and Review of learning outcomes: The feedback and play a important role in teaching learning process. The IQAC has taken feedback of various stakeholders on college & curriculum. The feedbacks are analyses and take necessary action on weakness in meeting the report is sent to Principal and management for necessary

action on it.

The Students learning outcomes are reviewed through class test, assignment, seminar, and project and university examination. The university examination result was analysis by each development and prepared result analysis report.

In order to improve online teaching, learning process IQAC conducted workshop on e-content development workshop IQAC guided all the faculties regarding the use of ICT tools. This initiative (pedagogy)) All faculty used ICT tools for effective teaching learning.

IQAC is upgrading college website for holistic development of students various online and offline programmes are organized.

IQAC has formed academic planning and time table maintainer committee for smooth execution of reaching the committee collect the teaching plan and syllabus completion report from all faculties.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://dpacnandgaon.org/pdf/6_5_2_IQAC_Minuties_&_ATR.pdf |
| 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)

B. Any 3 of the above

| File Description | Documents |
|--|---|
| Paste web link of Annual reports of Institution | https://dpacnandgaon.org/pdf/6_5_3_E_copies_of_certificates.pdf |
| Upload e-copies of the accreditations and certifications | View File |
| Upload any additional information | No File Uploaded |
| 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 college has co-education. In rural area gender equity, female discrimination and security of women are very sensitive issues. Many girl students are coming from nearby villages. They travel by bus, cycle or walking. They should be secured in travelling as well as college premises.

By taking care of this sensible issues the college formed women empowerment cell, grievance committee for redressal of girls sensitization issues. To maintain the gender equity the college organises 'Stri Janmache Swagat' a weekly programme on the occasion of navratri festival in the month of october. To avoid educational discrimination the college confer 'Savitribai Fule Aadarsha Palak Puraskar' on the birth anniversary of Savitribai Fule. It is in a view that the award is given to those parent who promote female education and educated their girls without any hurdles and hesitation. For this achievement the college has awarded to work for gender equity in 2013-2014.

College women empowerment cell, grievance committee and anti ragging committee always work for girls safety and gender equity.

The college has installed CCTV cameras in college premises in various places.

The college mounted the board displaying various helpline contact numbers for assistance.

| File Description | Documents |
|--|---|
| Annual gender sensitization action plan | https://dpacnandgaon.org/pdf/7_1_1_Gender_sensitization_action_plan.pdf |
| 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://dpacnandgaon.org/pdf/7_1_1_CCTV_&_Co_unselling.pdf |

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 | No File Uploaded |

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

The college is continuously takes an initiative for the management of degradable and non degradable waste. The college also runs the best practise out of two namely 'Go Green - An Ecofriendly Environment'. It intends to do paperless work, The college runs only the faculty of Humanities. It has no science faculty. Therefore the management regarding liquid, biomedical, hazardous chemicals and radio active wase is not done by the college.

In the regard of solid waste management the college segregates degradable waste like plant leaves, waste vegetables etc. The college manages a small vermi-compost plant in the area of the college with the production capacity of 40-45 kg of compost manure.

The non degradable waste and e waste are burnt safely without any harm.

| File Description | Documents |
|---|---|
| Relevant documents like agreements/MoUs with Government and other approved agencies | No File Uploaded |
| Geo tagged photographs of the facilities | https://dpacnandgaon.org/pdf/7_1_3_Waste_Management.pdf |
| 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

B. Any 3 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

B. Any 3 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

A. Any 4 or all of the above

**following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities**

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

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

D. Any 1 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 | View File |
| 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 college regulates the admission process as per the norms and

direction of the government. The institute gives admission to the students belonging to all caste and religious divergent groups. The institute is allocated 120 seats for admission in B. A. programme in each year. The seats are allocated in different categories such as Open, OBC, SC, ST, NT, VJ etc. as per government reservation policy. All the admitted students belonging to different communities, classes and socio economic groups. The college maintains Hindu Muslim harmony. All the discriminatory practises are perished in the college based on social and economic diversities. In all the programmes which are celebrated and organised in the college show participation of students from different socio-economic classes. The college also intolerent towards gender based discrimination. In this way the college stands fit in providing an inclusive environment. Due to covid pandemic social programmes are not conducted. But the college has conducted such a programme for communal harmony.

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

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

The college celebrates the constitution day on 26th November every year by the department of Political Science in collaboration with N.S. S. In this event all the staff members along with students read the preamble of the constitution. The programme was guided by the Principal and Head of the department of Political Science and programme officer of N.S.S. The N.S.S. also organized clothes distribution event for the poor people in the community, food and medicine are also supplied to them as a part of our duty.

Our country is the largest democratic country in the world. Voting is the first duty of every citizen to strengthen the democracy. The voting awareness programme was organized by the N.S.S. unit of the college. Voting awareness conducted to clarify the importance of increasing the voting percentage of the college students who have completed the year as well.

| 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

A. All 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 | View File |
| Any other relevant information | No File Uploaded |

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

The IQAC prepares academic and event calendar at the beginning of every academic year. The college celebrates different days as per event calendar of the college. These different days have been celebrated by offline/online mode even in covid-19 pandemic. The celebration of different days like Teacher's day, Mahatma Gandhi and Lal Bahadur Shastri Birth Anniversary, National integration day, constitution day, women's day, Mahaparinirvan din, Savitribai Phule Birth anniversary, a week of stri janmache swagat, National voter's day, yoga day, fitness day, Independence day, republic day, shiv jayanti, Marathi bhasha diwas, Hutatma din, Maharashtra day, Sports day as well as Birth and death anniversary of many noble men and women celebrated in the college.

| 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 | View File |
| Any other relevant information | No File Uploaded |

7.2 - Best Practices

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

Best Practice : I :Contribution in Global Pandemic Covid-19

Best Practice : II:Go Green : An Eco-Friendly Programme

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

7.3 - Institutional Distinctiveness

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

The college is located in rural area. The college has well ICT equipped Knowledge Resource Center, updated Gym, special computer lab with internet facilities providing to students and college staff. The college has ICT based class rooms. The teacher continuously endeavours to impart curricular knowledge to students. They take efforts to complete the syllabus and their continuous evaluation process to take the updates about student's performance.

As a result the college has distinctive to its priority and thrust that the college has a tradition of meritorious students continuously from 2002. Near about seven students secured merit place in the list of parent university. In the year 2018 the college students occupied 4 merit places out of ten in the merit list of the university and one student got Gold Medal in History. The college students also showed excellent performance in games and sports inter

university tournaments. The students secured first place in kho kho competition continuously two years i.e. 2016, 2017 and second place in athletics.

Even the college situated in rural area, efforting for poor and needy students, it maintains its meritorious tradition as a part of its distinctive feature.

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

7.3.2 - Plan of action for the next academic year

Action Plan for next academic year

- Introduction to PG Courses & Diploma Course.
- Introduction of new need based certificate courses.
- Organization of online/offline workshop, seminar and conferences.
- More number of research papers be published in reputed UGC care listed journals.
- Progression in Extension and outreach activities.
- Feedback system (Teacher, student, parent, alumni and employer) need to be online.
- Shifting library e-granthalaya software to global library software KOHA.
- Development classrooms with smart boards.
- 100% automation of office work.
- Submission of SSR for the second cycle of NAAC Accreditation