



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**K.NARKHEDE COLLEGE BHUSAVAL**

BEHIND TECHNICAL HIGHSCHOOL SHRADA NAGAR ,BHUSAVAL -425201

DIST. JALGAON

425201

[www.knarkhedecs.org](http://www.knarkhedecs.org)

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**(Draft)**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

The institution has a vision of to provide *Quality Education for the Empowerment of Society*. It started with 7 students in 2002. In last Seventeen years it has grown into a center of Higher Education at Bhusaval. Though the college is Self-Finance Science College; we are devoted to pay more attention on the quality of education imparted. We are working sincerely to create all-round personalities who will be the pillars of future India. In our college students are prefacing their higher education in Science subjects of their interest and establish the mile stone in society.

At present in college we have undergraduate and postgraduate program. We have updated Internet, separate Undergraduate and Postgraduate air conditioned Computer laboratories and other science laboratories, rich Library with reading room, ICT enabled classroom and other classrooms. With referring to the infrastructure the Kavayitri Bahinabai Chaudhari North Maharashtra University Jalgaon. allotted online exam center for P.G. College across all the Bhusaval City. Adequate indoor and Outdoor game facilities are available in the college campus.

Keeping in view of vision and mission, our college organizing annual gathering 'SHKITIG', through which the commitment towards the overall development of student is achieve. The students of college participate and perform in games, different competitions and cultural program. A good platform is provided to the students, to expresses, their opinions, views and creativity through college magazine 'MOHOR' The parent institute Shri Shivaji Shikshan Prasarak Mandals, Bhusaval provide **freeship/ financial assistance** to all those students of computer science who are not getting any type of freeship/scholarship from Government or from any other institution

We have made sincere efforts while preparing self-study report. This Self Study report presents information as per the guidelines laid down by NAAC in this regard. It is my privilege to submit the Self Study Report to the NAAC for assessment and accreditation of the college. We look forward to the visit of the Peer Team for assessment and accreditation of our college.

### Vision

*"To provide Quality Education for the Empowerment of Society".*

### Mission

1. To provide quality education to the students who basically belong to the economically disadvantaged section of the society.
2. To provide opportunities to learners to tap and strength their academic, artistic and athletic potentialities.
3. To educate the youth to serve the nation with excellence and dedication and help its socio- cultural and

economic development.

## **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

### **Institutional Strength**

1. Lending the least privileged a helping hand by giving financial assistance/help to those who comes from low economical background and lack of Government aid.
2. The maximum number of students admitted from mostly belongs to the rural area.
3. Providing the personal attestation towards each of the student.
4. Organizing the socio-environmental programs.

### **Institutional Weakness**

1. Unaided /Self Finance College with mono faculty.
2. Lack of student strength.
3. Absences of Govt. Grants effects the development specially research work.

### **Institutional Opportunity**

1. To start carrier oriented course, short term courses for batter job opportunities and Entrepreneurship.
2. To start another faculty.
3. To start Life science.
4. To organize national/international seminar/conferences.

### **Institutional Challenge**

1. To improve the strength of students.
2. To develop proper communication skills among students.
3. Receiving the Funding from Government and other Institution.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

The College has a vision to provide a quality of education to the empowerment of society. It provides quality

education to aspiring younger generation through the best of teaching and learning opportunities. It plans to achieve its objective by developing total personality of the individual.

The admissions to various programmes are made in accordance with the procedures prescribed by the State Government and Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon. Help and assistance is offered to all the students in selection of subjects at the time of admission and special attention being given to physically disabled and economical backward candidates.

The Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon, provides the curriculum and academic calendar, based on this College prepared his own academic calendar teaching plan is preparing by each faculty following the schedule on academic calendar. College provides Science subject in UG, and Computer Science on PG level. The faculty keeps themselves updated by attending national seminar conferences and workshops. Faculty member actively participated in the workshop for reframing of the syllabus prepared by University. The copies of each curriculum are made available in the college library.

In keeping with the changes of the young generation of students and their teachers, the institution helps the teachers in improving teaching practices by providing all the ICT based technology. The overall development of student was observed in various program organize in college and outside college through participating in activities for social & community services.

At the end of year, the feedback is collected from student to analyse the quality of teaching and all the aspect.

### **Teaching-learning and Evaluation**

Admission to the programmes is by a transparent, well-administrated mechanism, complying with all the norms of the concerned University, Government and Institutional policy. The college has adequate in built mechanisms which are continually updated to achieve of academic excellence. The college plans and organizes teaching, learning and evaluation schedules by following the University. College supports physically disabled students with motivation and proper guidance.

In Academic calendar is the mirror of whole year and fully aware of the extent and significance of Institutional accountability in the teaching learning and evaluation process, individualized teaching – learning of programmes are conducted to cater the board spectrum the academic calibre of student admitted.

College has adopted Chose Based Credit, semester and CGPA system as per the direction issued by the Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon. In semester system students are continuously assesses by evaluating the result of test and exams, the slow learners & advance learners are identified. Remedial classes are arranged to help the slow learners to adapt to the rigorous teaching learning process & to make credible academic process. Advance learners are motivated for their advance study through additional supportive mechanism.

Students mentoring and guidance services are provided. The college also organized programmes to sensitize the faculty and students on gender inclusion and environmental issues. The students are also trained to use of library resources, ICT faculties.

The IQAC monitors the promotion, implementation and continuous improvement of innovation in curricular, co-curricular and extracurricular activities of the institution.

The college always encourages & gives complete support to the teachers for their efforts to achieve academic excellence towards the vision, mission and objective of the institution.

### **Research, Innovations and Extension**

Being a self Finance college and primarily an undergraduate institution with only one post graduate departments, the college has nevertheless been a centre of active research.

The institute has its well established research committee which develops the scientific temper among the faculty and students. The students are encouraged by faculty member to complete their small projects.

Recognizing the importance of research in higher education the research committee promote, co-ordinate and monitor the research activities. the institution provide support to the students for their project through various modes like use of computers, access to internet, printer facilities and all basic requirement for the student and staff. To overcome the drawbacks in research library of the college has Mo.U. with two reputed institutions. Through this Mo.U. the college opens the door to exchange the information in all the era. The college provides some financial assistance to faculty and student to their research work.

The research culture is slowly developing among the faculty members. Some of the faculty members are contributing articles in reputed national and international journals. One faculty member and principal receive the recognition award through some international society which indicates the commitment of institution towards the development at the line of vision, mission and objectives.

### **Infrastructure and Learning Resources**

The Management of the College has constantly been striving for enhancing the physical infrastructure and learning resources. Every year budget allocation is made for providing additional requirements of laboratories, extension of building and other infrastructure as per the requisition obtained from Faculty members. This is made in consultation with HODs and Principal. Our College has adequate infrastructure to support its curricular, co-curricular and extra-curricular requirements. For recreation of the students and faculties Indoor and Outdoor games are provided. The Conference / Seminar Hall are used for extra-curricular activities.

The College has a Library Advisory Committee which supports the functioning of the library through suggestions, review and recommendations. The college has good adequate ICT enabled Infrastructure required for each program. The timetable is designed to ensure the computer-student ratio as 1:1 during practical hours

The College has a well-developed maintenance system which takes care of maintenance and upkeep of the infrastructure facilities and equipment's. Consequently, the demand for greater supply of electricity has led to the installation of 7 KVA Generator. The College has appointed house-keeping/ technical staff for day-to-day upkeep, maintenance of premises etc.

## **Student Support and Progression**

In the view of our institution, students are the basic build block of cultural and educated society towards the commitment of overall development of society.

Our college publishes revised & updated prospectus before the commencement of academic year. The college prospectus and website provides complete profile of the college. The College has the unique distinction of availing largest number Government Sponsored Scholarships. Apart from Govt. scholarships, there are several financial incentives given by the Management, such as fee concession to students towards the empowerment of economically backward students.

The college focuses on the overall development of students. The Students Welfare department is busy to organizing workshop and skill oriental training program in college. The institutes provide the Medical Insurance to all the students of Under Graduate & Post Graduate programs. Every year a team of local Doctors is invited for medical check-up of the all students. The college publishes biannual college magazines entitled 'Mohor' for the enrichment of writing and reading skill in the students which increase awareness of current issues & towards the society. Teachers of the college work tirelessly towards the development of the student's personality through curricular, co-curricular, extra-curricular activities and creating balanced individual who will not only succeed in life but make constructive contribution to society and Nation. The students are encouraged to participate in co-curricular activities. Their performances in competitions are appreciated by college authorities through distribution of certificates and prizes.

Our college has a grievance redress cell comprising the teaching faculty led by the principal to redress the grievances of the student and resolving issues pertaining to sexual harassment. With this our college has all the statutory and non-statutory committees laid down by the Government and University.

## **Governance, Leadership and Management**

A constructive leadership, governance and different participative decision-making processes not only build a strong framework of an institution but also help the institution to excel in the presented objectives. The different strategies, managements, schemes and other institutional mechanisms clearly showcase the core principle of the institution, K. Narkhede College, Bhusaval to impart quality education for the empowerment of the society. This unit focuses on the vision, mission and the objectives identified for a higher education institution and needs to be addressed through its distinctive characteristics.

Details of the academic leadership provided to the faculty by the top management, the college strategy to groom leadership at various levels, and the strategy of college to promote a culture of participative management are also provided. In each academic session committees are formed under the guidance of Principal. Staff committees have the freedom to formulate their plan and decide execution strategies. The decision of staff council remains final and all the committees have to get their decisions ratified by the council. The role of the affiliating university and the faculty empowerment strategies are also discussed.

The college has implemented e-governance in all areas of operation –Administration, Finance and Accounts, Student Admission and Examination. As per the Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon, all effective welfare facilities are available and appraisal system followed for all teaching and non-teaching staff. The college conducts regular internal and external audit and prepares an annual budget estimate

in consultation with faculty, and Governing body.

### **Institutional Values and Best Practices**

K. Narkhede College is a pioneer in higher education. It is the one of the best education trust in Maharashtra. The trust owns and manages three Aided schools, one English medium high school and one K. Narkhede computer technology. K. Narkhede College and its management aims to provide quality education to economically & educationally back ward minority it community students. There is a three-tier grievance redressed mechanism. Every conscious effort is made for up-liftmen of such student. The campus is small but it is eco-friendly.

The Institution has introduced many new initiatives in academic practices to help the students in their pursuit of attaining quality education. Our goal is to develop a culture for life long. Our goal is “rupantr” and we want to make the students perfect and to bring out the best in them. The college has been cherishing the student, so it is committed to confer it in its purest form our institution has a vision and mission. Many students are not economically sound. that it become more clear that many students are badly in need of money for the progress of their academic carrer so for this students, management through that the institution support them by giving them scholarship.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	K.NARKHEDE COLLEGE BHUSAVAL
Address	BEHIND TECHNICAL HIGHSCHOOL SHRADA NAGAR ,BHUSAVAL -425201 DIST. JALGAON
City	JALGAON
State	Maharashtra
Pin	425201
Website	<a href="http://www.knarkhedecs.org">www.knarkhedecs.org</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Dr RAM PRAKASH	02582-225131	9158241083	02582-	knarkhedecsl@yahoo.co.in
IQAC / CIQA coordinator	ABHAY GOPAL SHRIVAS	02582-241783	9028241083	-	KNARKHEDEBSL@YAHOO.CO.IN

Status of the Institution	
Institution Status	Self Financing and Private

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	22-06-2001



**University to which the college is affiliated/ or which governs the college (if it is a constituent college)**

State	University name	Document
Maharashtra	North Maharashtra University	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC		
12B of UGC		

**Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)**

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

**Details of autonomy**

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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**Recognitions**

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	BEHIND TECHNICAL HIGHSCHOOL SHRADA NAGAR ,BHUSAVAL -425201 DIST. JALGAON	Urban	0.75	1389.17

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BSc,Computer	36	XII	English	180	41
UG	BSc,Chemistry	36	XII	English	120	44
UG	BSc,Maths	36	XII	English	120	68
PG	MSc,Computer	24	B.Sc Computer Science	English	40	7

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				0				1			
Recruited	1	0	0	1	0	0	0	0	1	0	0	1
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				9			
Recruited	0	0	0	0	0	0	0	0	1	8	0	9
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				3
Recruited	1	2	0	3
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				3
Recruited	3	0	0	3
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				1
Recruited	1	0	0	1
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	0	0	0	0	0	0	1
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	0	0	0	0

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	7	0	8

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	1	0	1

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
	4		0		4

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
PG	Male	0	0	0	0	0
	Female	7	0	0	0	7
	Others	0	0	0	0	0
UG	Male	57	0	0	0	57
	Female	28	0	0	0	28
	Others	0	0	0	0	0

**Provide the Following Details of Students admitted to the College During the last four Academic Years**

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	3	1	3	5
	Female	1	0	0	2
	Others	0	0	0	0
ST	Male	1	1	1	0
	Female	1	1	0	0
	Others	0	0	0	0
OBC	Male	21	14	19	25
	Female	51	31	22	24
	Others	0	0	0	0
General	Male	5	5	6	9
	Female	6	2	2	2
	Others	0	0	0	0
Others	Male	4	2	1	2
	Female	1	1	1	1
	Others	0	0	0	0
Total		94	58	55	70

### 3. Extended Profile

#### 3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 02	File Description	Document
	Institutional Data in Prescribed Format	<a href="#">View Document</a>

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
02	02	02	02	02

#### 3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
70	55	58	94	106
File Description		Document		
Institutional Data in Prescribed Format		<a href="#">View Document</a>		

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
120	110	110	150	150

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
11	32	29	35	37
File Description		Document		
Institutional Data in Prescribed Format		<a href="#">View Document</a>		

### 3.3 Teachers

#### Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
07	08	07	07	07
File Description			Document	
Institutional Data in Prescribed Format			<a href="#">View Document</a>	

#### Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
07	08	07	07	07

### 3.4 Institution

#### Total number of classrooms and seminar halls

**Response: 07**

#### Total Expenditure excluding salary year-wise during the last five years ( INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
667558	731113	623265.75	899144	984914

#### Number of computers

**Response: 25**



## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

###### Response:

The college is affiliated to Kavitri Bahinabai Chaudhari North Maharashtra University, Jalgoan. The curriculum is developed by the parent university. The curriculum is designed by the Board of Studies and propose syllabus which is prepared and finalized in the workshop organized at various colleges by the university. This finalized syllabus delivered to colleges for further implementation.

The academic calendar issued by the affiliating university is the blue print for the development college level action plan. According to these institute monitors and implements the action plans for curriculum delivery.

The institute prepare its own academic calendar for the academic year. The Head institution provides the details of curriculum to the department during the faculty meeting.

The departments allot the paper and courses to the department of respective faculty members for the better implementation of the curriculum. The faculty prepare semester wise teaching plan as per the time table effective implementation. Follow up is taken in midterm and at the end of semester. Extra lectures are arranged to complete allotted work if required. During the teaching schedule every subject teacher looks out the attendance and motivates students to attend maximum classes. Teachers organized classroom seminar, group discussion, test, to test the knowledge of the students. For effective curriculum delivery the teachers used different techniques for the teaching methodology including ICT techniques. To make learning process more effective. Not only has this, for effective curriculum delivery institutes called some expert faculty as a guest speaker to deliver the advance as well as the basic knowledge of the subject.

The institute provides all the necessary infrastructural facility to the teaching staff such as Reference Books, Text Books, E-Books, at some audio visual lectures available in the library. Not only are this some books available in departments. Which help them to deliver the effective curriculum in the institute.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

##### 1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 0

**1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Details of the certificate/Diploma programs	<a href="#">View Document</a>

**1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years****Response: 0****1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of participation of teachers in various bodies	<a href="#">View Document</a>

**1.2 Academic Flexibility****1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years****Response: 100****1.2.1.1 How many new courses are introduced within the last five years**

Response: 02

File Description	Document
Minutes of relevant Academic Council/BOS meetings.	<a href="#">View Document</a>
Details of the new courses introduced	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented****Response:** 50

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 01

File Description	Document
Name of the programs in which CBCS is implemented	<a href="#">View Document</a>
Minutes of relevant Academic Council/BOS meetings.	<a href="#">View Document</a>

**1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years****Response:** 0

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	<a href="#">View Document</a>

**1.3 Curriculum Enrichment****1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum****Response:**

The Curriculum has been designed by the parent University. The institution makes necessary efforts to integrate the cross cutting issues such as gender equity, climate change Environmental Education Human values, and some professional techniques of ICT.

The college has Yuvati Sabha for women's empowerment. The gender equity has been focus through the Yuvati Sabha program in which various issues related to the women such as early marriage, physical, psychological harassment, day to day problem at home at work place.

To prevent the environment, the university offers a compulsory foundation paper of environmental studies in the first year B.Sc. syllabus. Colleges organizes program like plantation, Earth day, environment awareness program to prevent protect and sustain nature.

The institute also promote to develop the human values in the overall personality of the student. Some lectures are arranged to teach and implement the human values in the behavior of student. The institute encourage the teachers and student. To use the ICT resources in the teaching and learning process with the help of LCD Projectors, Power Point Presentations and some E-lectures available on internet.

File Description	Document
Any Additional Information	<a href="#">View Document</a>

### 1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

**Response:** 0

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 00

File Description	Document
Details of the value-added courses imparting transferable and life skills	<a href="#">View Document</a>

### 1.3.3 Percentage of students undertaking field projects / internships

**Response:** 51.43

1.3.3.1 Number of students undertaking field projects or internships

Response: 36

File Description	Document
List of students enrolled	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise**

**A. Any 4 of the above**

**B. Any 3 of the above**

**C. Any 2 of the above**

**D. Any 1 of the above**

**Response:** A. Any 4 of the above

<b>File Description</b>	<b>Document</b>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

**1.4.2 Feedback processes of the institution may be classified as follows:**

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

**B. Feedback collected, analysed and action has been taken**

**C. Feedback collected and analysed**

**D. Feedback collected**

**Response:** B. Feedback collected, analysed and action has been taken

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
URL for feedback report	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average percentage of students from other States and Countries during the last five years

**Response:** 0

##### 2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

#### File Description

#### Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

#### 2.1.2 Average Enrollment percentage (Average of last five years)

**Response:** 29.44

##### 2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
70	55	58	94	106

##### 2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
240	220	220	300	300

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

#### 2.1.3 Average percentage of seats filled against seats reserved for various categories as per

**applicable reservation policy during the last five years****Response:** 22.56

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
35	18	19	25	50

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**2.2 Catering to Student Diversity****2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners****Response:**

Before the commencement of the classes, the students are given orientation in which they are informed about the traditions and objectives of the colleges.

Orientation of each student is done in first lecture before the commencement of courses. The faculty informs the students about the curriculum, examination pattern, and general discipline at the time of the first interaction session in the classroom. Immediately after the commencements of the course, the faculty conducts one to one interactive sessions with the students which are treated as an assessment tools used to identify their needs. Student's needs and cognitive skills are assessed through these programmes.

All departments of the institute take introductory classes to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice. We conduct internal assessments of students through test, assignments, class works, and class presentation. Based on their performance, students are identified as slow learner and advanced learners. Remedial classes are conducted for slow learners in the extra time .More assignment and special attendance are given to slow learner with providing books to form the bridge with advance learner. Doubts and personal difficulties regarding the subject are solved in the classes. Not only this, some experts from the different colleges/universities are invited to conduct the classes.

Advance learner students are motivated to read books by providing special library facilities. Open access in the library given to these students. They are asked to solve model question paper and after their response, they are given special guidance to perform better in the future. For seminar, projects etc they are given advance topic and necessary assistance. The student are encourage and guided to appear for the

competitive examination and entrance test for the P.G. students and the P.G. students are motivated to attempt SET and NET examination and other entrance examination . The rank holder students felicitated by the college offering cash prize and certificate in an Annual Day Function. This motivates and inspire for their endower in academic growth.

### 2.2.2 Student - Full time teacher ratio

**Response:** 10

### 2.2.3 Percentage of differently abled students (Divyangjan) on rolls

**Response:** 0

#### 2.2.3.1 Number of differently abled students on rolls

Response: 00

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 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

**Response:**

The academic plan of college is student-centric. Various methods of experiential and participatory learning, as well as problem -solving methodologies, are implemented to make sure that students are dynamic participants than passive listeners in the teaching learning process. In regular classroom teaching, teachers employ experiential learning, problem -solving methodologies, role-playing activities, classroom seminars, group discussions, project works, field visits, and field projects

**.Experimental Learning** – The learning is made more participatory and socialistic by organizing activities like group discussion preparation of assignments, project writing and tutorials. Students from different classes are taken for industrial /field visits. Most of the courses of practical are as part of their syllabi through which students get experience of experimental learning. Students are encouraged to write the articles in the college magazine for sharing their experience in the life which uplift their moral values.

**Participative learning:** -The learning is made more participatory by organizing group discussion, seminars, project writing, poster presentation, preparation of assignment and tutorials. Not only this, students are encourage to take participate in various activities organized by University and college.

**Problem Solving Methodology:-**During the classroom interaction ,if any student or some student has



facing some problem regarding the topics, then the students are encourage to ask the problem at the same time or he is free to contact that respective teacher anywhere. The teachers are solving the problem unless and until he satisfied. Not only this, the teacher gives additional books to students for his better understanding.

### 2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

**Response:** 142.86

#### 2.3.2.1 Number of teachers using ICT

Response: 10

File Description	Document
List of teachers (using ICT for teaching)	<a href="#">View Document</a>

### 2.3.3 Ratio of students to mentor for academic and stress related issues

**Response:** 7

#### 2.3.3.1 Number of mentors

Response: 10

File Description	Document
Any additional information	<a href="#">View Document</a>

### 2.3.4 Innovation and creativity in teaching-learning

**Response:**

Innovation and creativity are parts of essential skill that unable students to face new challenges. It develops the overall knowledge of the subjects. Our institute supports face to face interaction with students which is possible due to classroom teaching. Though we belongs to the science stream, each problem, theorem and concept is explain with the help of blackboard and by drawing the virtual figures or concept at the time of explanation. Some concepts are explaining with the help of tricks. Another innovative procedure is mentoring system for students. Here the teachers undertake personal mentoring of the students. Teachers discuss academic difficulties with students personally and figure out remedial measures. These are steps to ensure 100% success rate and minimize failure.

The advance learners are engaged to review the books and debate after the completion of topics. To promote the thinking, writing skills regarding the social and educational awareness. College felicitates the students in the presence of eminent person.

Students are motivated to design, build and test their own circuit in practical laboratory physically and through the computer software which conform the result. The students are encouraged to develop their own software programme other than curriculum. Projects are assigned to all students which reveals their depth of knowledge. Students are motivated to express their views in terms of words by writing the articles, poems thoughts in the college magazine "Mohor". Students are promoted to develop their innovative ideas regarding the subject by developing or writing ideas through the poster presentation organize in the college.

Last but not the least, all the departmental faculties arrange for special lectures by eminent academicians and scientists from esteemed academic institution.

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

**Response:** 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>

### 2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

**Response:** 8.21

#### 2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	01	00	00

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 2.4.3 Teaching experience per full time teacher in number of years

**Response:** 9.57

## 2.4.3.1 Total experience of full-time teachers

Response: 67

File Description	Document
Any additional information	<a href="#">View Document</a>

## 2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 27.78

## 2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	02	00	00	00

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of award letters (scanned or soft copy)	<a href="#">View Document</a>

## 2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 5.36

## 2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	00	00	00

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

#### Response:

Since the college is affiliated Kavayatri Bahinabai Chaudhari North Maharashtra University Jalgaon, college adapted all the rule and regulation made by University for evaluation of students. The students are continuously evaluated by the institution by include the written tests, tutorials, seminars, attendance and over all behaviors etc. In the commencement of academic year, Different committees have been formed to supervise and look after activities of the college. Each committee is headed by a Chairman. The examination committee prepares the schedule of internal examination and evaluation processes given to faculty and students time to time. Students are inform about the class tests, assignment and tutorials in advanced and communicated to the students in the class and also display on the notice board of the college as per the direction issue by the University and examination committee. The college has made it compulsory for students to attend all the exams. All this examination process is transparent. The result of internal examination is displayed on the notice board

The Kavayitri Bahinabai Chaudhari North Maharashtra University Jalgaon has given the responsibility of conducting and evaluating the first year B.Sc. at the college level. The college has implemented Central assessment Programme (CAP) for first year course.CAP director are appointed by the college to monitor the smooth functioning of Central Assessment Programme .All teachers take active participation in examination system such as senior supervisor ,junior supervisor ,internal squad ,examiner etc.

### 2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

#### Response:

The institution ensures rigid and transparent policy in the internal assessment. The college has established its own examination committee consists with teacher convener and 2-3 teachers as a member. Examination committee monitors internal assessment related activities through the year. Internal examinations are announced early and the examination committee informs the teachers about examination schedule. Internal evaluation is made based on prescribed norms given by the parent university. After evaluation the concerned teacher discuss strength and weakness of the students. Consolidated internal evaluation grade sheet in the prescribed format are uploaded on the university website and a hard copy of the same is forwarded to the university under a sealed and signature of the Principal.

Practical of various Subjects assess the understanding of the subject. Practical Journals are regularly checked by the subject teachers and students strictly instructed to submit their journals at the time of examination. Aspects such as practical skill, communication etc. is tested through written tests as well as viva voce.

The examination pattern of University is 60+40. 60 marks for University assessments and 40 marks for college assessments. The student assessments by their teachers in prescribed format provided by the University in which the weight age for internal assessments varies as per the testing system used. However on an average, the weight age for behavioral aspects and attendance is 25%, subject matters 50%

and tutorials 25%. In practical examination 12% to 30% marks are reserved for communication skill.

In order to ensure region and transparency in the internal assessment; the system of internal assessment is communicated to the student well in time and they are also made aware of the evaluation pattern.

### **2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient**

#### **Response:**

There is mechanism for redressed of grievance with reference is evaluation both at the college and University level. The redress of grievances for F. Y. B.Sc. evaluation is attempted at the college level and for the S. Y. B.Sc. and T. Y. B. Sc. and PG evaluation is forwarded to the University.

The mechanism for redressed of the grievances is as per the University rules, If any student feels that score given to him in any paper is not just, he or she can apply for verification of marks within 21 days after declaration of the result or he may get photocopy of his answer book with 15 days after declaration of the result. If the student is not satisfies from the score, he/she may use claim of challenge to reevaluation within 8 days from reception of photocopy with prescribe charges to University. This is an innovative and healthy practice of the University.

### **2.5.4 The institution adheres to the academic calendar for the conduct of CIE**

#### **Response:**

Before the academic year begins and before each term begins, planning for the term is undertaken. The institution prepares academic calendar well in advance before the commencement of the academic year. It is displayed on college website.

The institution conducts the activities according to academic calendar. Examination schedule and reschedule is informed time to time on notice board and on website.

The examination cells conduct all the internal assessment tests as per the schedule. The examination cell circulates the duty chart for the faculty member and hall allotment for the students well in advanced. The pattern quality and correctness of the question papers prepared by the faculty members for the internal assessment tests is verify by the head of department. Evaluation is done within three days from the date of examination. The answer scripts are distributed to the students for their verification.

The institution ensures the internal marks calculation with transparent evaluation procedure. The internal assessment marks are calculated by individual course teaching faculty. The marks obtained by the students in these internal assessments tests are displaced on the notice board with their attendance. The absentees of the internal tests are given an opportunity by head of the department if they have valid reasons.

## 2.6 Student Performance and Learning Outcomes

**2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students**

**Response:**

The college is affiliated to Kavayatri Bahinabai Chaudhari North Maharashtra University Jalgaon, and follows the curriculum prescribes by the University. The University has prepare the outcomes for all programmes and uploaded on University website. At the beginning of every academic year, during the introductory session, consult faculty member conveys course outcomes, programme specific outcomes and programme outcomes in his lecture. The college prospectus also gives list of programme and courses. The copy of syllabus is available in central library, in departmental library and on University website for the students.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

**2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution**

**Response:**

Attainment of program outcomes, program specific outcomes and course outcomes are duly evaluated by the institution. One of the methods that our college follows while doing so is by assessing the teaching learning based on a feedback system and result analysis of the students.

The feedback forms to be duly filled up by students providing inputs on teaching-learning drawbacks, limitations, constraints and also merits of the department, its faculty members etc.

Our college also has a Grievance Redressal Mechanism, where the students can also place their problems at any point of time while studying. The institution deals with students grievances very confidentiality.

Awarding and felicitation of toppers students are a regular practice of our institution through which attainment of program outcomes are measured and checked through which students are encouraged to excel in life.

In order to achieve program outcomes, the weak and bright students are identified and class tests are organised, Subject oriented seminars as well as talks and workshops are also orgnizedes etc. are a part of this improvement scheme for them, for a better pass percentage as well as reputation of the college.

The College publishes an overall academic report in College Magazine, as a part of the mechanism of communication which states the level of attainment of program outcomes among many others.

Our college also has a Counselling Cell, which helps in resolving students problems, academic,

psychological etc. in order to attain program outcomes.

### 2.6.3 Average pass percentage of Students

**Response:** 67.86

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 19

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 28

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:**

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)**

**Response: 0**

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	000	00

**File Description**

**Document**

List of project and grant details

[View Document](#)

**3.1.2 Percentage of teachers recognised as research guides at present**

**Response: 28.57**

3.1.2.1 Number of teachers recognised as research guides

Response: 02

**3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year**

**Response: 0**

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

### 3.2 Innovation Ecosystem

**3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge**

**Response:**

Transfer of knowledge and innovation are essential parts of the overall development of the students and



faculty members of the Institution. The college publishes its biannual magazine MOHAR in which student are free to express their views, creative thinking, poems etc. They have touched various current issues as well as neglected issues which may prove in the context of rural society.

News papers are displayed and students are made to express their views and participate debates on it. Various competitions are organized to bring out the hidden potentials of students.

Eminent personalities who have significantly contributed in research, social activities, industries, are invited as resource persons. These persons are mentors to our students. Workshops and seminars are conducted on entrepreneur developments which have proved helpful to the rural students. It has raised their confidence and expanded their horizons of creativity. To enhance innovative ideas, students and teachers are encouraged to participate in conference and university level workshops such as Youvarang and other competitions. Our students have made remarkable contribution in it.

It is usual practice of the institution to allow admissible leave facilities to attend seminars workshops training programmes etc. Adequate provision is made for library to procure books and journals e-journals references. Library is equipped with rare books, competitive exam books, text and reference books. This is helpful for creation and transfer of Knowledge.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

**Response:** 0

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
List of workshops/seminars during the last 5 years	<a href="#">View Document</a>

## 3.3 Research Publications and Awards

**3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research**

**Response:** Yes

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

**Response:** Yes

File Description	Document
e- copies of the letters of awards	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.3.3 Number of Ph.D.s awarded per teacher during the last five years

**Response:** 0

3.3.3.1 How many Ph.Ds awarded within last five years

3.3.3.2 Number of teachers recognized as guides during the last five years

Response: 00

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>

### 3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

**Response:** 0.28

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
02	0000	00	00	00

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>

### 3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

**Response:** 0.28

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	02	00	00	00

File Description	Document
List books and chapters in edited volumes / books published	<a href="#">View Document</a>

## 3.4 Extension Activities

### 3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

**Response:**

To sensitize students to social issues and holistic development of the students, the college organized the extension activities through community services. Such involvement enables students in understanding social problems and improves their capacity to solve such problems using local resources. Field- exposures enable the students to cultivate positive traits in character. This leads to their holistic development.

All the extension activities are not restricted to under camera discussion but actual off campus work to be it in the form of cleaning programme, awareness drive Etc. Some of activities are listed here

- Health Check-up Camp
- Breast Cancer Awareness Programme
- Yoga & Meditation Time to time
- Campaign against Drug, Tobacco and Alcohol addiction
- Swachh Bharat Abhiyan
- Tree Plantation.
- Legal awareness regarding Domestic Violence & Human Rights.

### 3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

**Response:** 0

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Number of awards for extension activities in last 5 years	<a href="#">View Document</a>

**3.4.3 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 last five years**

**Response: 13**

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	03	02	02	03

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Number of extension and outreach programs conducted with industry,community etc for the last five years	<a href="#">View Document</a>

**3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years**

**Response: 13.96**

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
10	10	10	10	10

File Description	Document
Report of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>

### 3.5 Collaboration

#### 3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

**Response: 5**

##### 3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	01	01	01

File Description	Document
Number of Collaborative activities for research, faculty etc	<a href="#">View Document</a>
Copies of collaboration	<a href="#">View Document</a>

#### 3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

**Response: 2**

##### 3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
02	00	00	00	00

<b>File Description</b>	<b>Document</b>
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View Document</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	<a href="#">View Document</a>

NAAC

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.**

**Response:**

The institution has adequate infrastructural facilities for teaching and learning. There are 03 undergraduate, 01 postgraduate programs.

1. Classrooms:- There are 06 classrooms. The classrooms are spacious, well furnished and provided with sufficient numbers of windows for getting natural light, in addition tube lights are available in sufficient number of electric fans are fixed for proper aeration.
2. Technology enabled learning spaces

LCD projector: There are 02 classrooms with LCD projector

Black Board: In all classrooms

1. Conference Hall:- The institution has one conference hall with ICT facilities.
2. Laboratories:- The institution has Computer laboratories 02 , Electronics laboratories 01, Chemistry laboratories 01, Physics laboratories 01.
3. Equipments for teaching and learning:- The faculty has access to internet, LCD facility is used for teaching so that teachers can use it for both teaching and learning.
4. Specilised Facility :The college has special arrangement for non teaching staff, teaching staff with room and 01 ladies room.

There is library having the required textbooks, reference book and e-books, e-journals . Reading room facility for students is available in the same place for 20 students. Facility of the computer is made available to the students as and when required. There is a water cooler facility for students and faculty member. Some of the specialized facility like Inverter, Generator, Broadband Internet are available. The ramp facility for differently abele students available.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

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

**Response:**

The institute has adequate facility for sports. The institute has it's gymkhana with area of 660 sq ft on 3rd floor. It is established in 2003. The gymkhana is useful for indoor games such as Chess, Carom and

Table Tennis etc. The user rate is 5 to 10%

A play ground in campus is available with area 8000 Sq.ft. It is established in 2002. This ground is useful for Basket ball, Kabaddi, badminton etc. The user rate for this ground is 5 to 10%

The institute also progressive to avail the sports facility for student and plan to develop the play ground and gymkhana with other physical facility on newly purchase land of Sakegaon shivar having an area of 13800 sq m.

#### A. Sports:-

1. Outdoor games: We have a play ground to play Basket ball, Badminton Khokho etc.
2. Indoor games: We have Chess, Carom , Table Tennis and for other indoor games.

#### B. Cultural Activities:

The college itself organizes different cultural activities like annual gathering, music and cultural day in which students display their talent. There is cultural hall in college having area of 984sq ft.

C. Yoga: Incipite of Yoga, an International Yoga Day is celebrated on 21st June every year.

File Description	Document
Any additional information	<a href="#">View Document</a>

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

**Response:** 100

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

**Response:** 07

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	<a href="#">View Document</a>
Link for additional information which is optional	<a href="#">View Document</a>

#### 4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

**Response:** 0

##### 4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five



years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
3.23	3.84	2.94	2.15	081

File Description	Document
Details of budget allocation, excluding salary during the last five years	<a href="#">View Document</a>
Audited utilization statements	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

#### Response:

The library started with 113 books and not only this It has also rare collection of books, reports and other knowledge resources. To easy all the library process the automation of library started from 2015 The Library of college is partially automated. For automation in library the parent institute take the initiative and develop the in-house software and it is installed in the library. The software is totally VB based. The software contains listing of books, and all the basic and necessary requirement of library, are executed by that software .it is our plan to modernized the library with all the latest techniques.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

#### Response:

Library is known for its collection of rare and old edition books. The Institution has the practice of collecting and maintaining rare books, manuscripts, special reports or any other knowledge resources to benefit the students and faculty for their knowledge enhancement, research and exploring new things apart from the standard books. Details of Collection of some of the rare books, manuscripts, special reports are listed and uploaded in any additional information. Full Details are attached in any additional information file below

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

**Response:** C. Any 2 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	<a href="#">View Document</a>

#### 4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

**Response:** 0.18

##### 4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.19950	0.03824	0.21931	0.18400	0.24372

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

<b>4.2.5 Availability of remote access to e-resources of the library</b>	
<b>Response:</b> Yes	
<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>

<b>4.2.6 Percentage per day usage of library by teachers and students</b>	
<b>Response:</b> 15.58	
4.2.6.1 Average number of teachers and students using library per day over last one year	
Response: 12	
<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>

### 4.3 IT Infrastructure

<p><b>4.3.1 Institution frequently updates its IT facilities including Wi-Fi</b></p> <p><b>Response:</b></p> <p>The institute has dedicated internet leased- line to cater to the requirements of internet for all the students and staff. The college is having well established IT facilities in the entire campus. Each department has their own computing facility with adequate number of computer and printers. All the computer in laboratory are connected in a single network. Deployment of IT infrastructure is done through System Administrations Team. All the academic and administrative IT requirements are addressed by this team. The free Wi-Fi facility is available in the campus for staff members.</p> <p>The following are the strategies for deploying and updating IT infrastructure and associated facilities:</p> <ul style="list-style-type: none"> <li>• The college procures new upgraded version of computers and peripherals</li> <li>• Software as per the requirements of each department is procured and students are allowed to undertaken project or related assignments on the software.</li> <li>• Wi-Fi facility are upgraded as per the requirement.</li> <li>• The computer are regularly upgraded with Anti Virus.</li> <li>• ICT- classroom facilities modern techniques of teaching.</li> <li>• Moreover, the institution is a regularly organizer of online exam paper delivery system for university exam center for Bhusawal city.</li> </ul>
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File Description	Document
Link for Additional Information	<a href="#">View Document</a>

<b>4.3.2 Student - Computer ratio</b>	
<b>Response: 2.8</b>	
<b>4.3.3 Available bandwidth of internet connection in the Institution (Lease line)</b>	
<b>&gt;=50 MBPS</b>	
<b>35-50 MBPS</b>	
<b>20-35 MBPS</b>	
<b>5-20 MBPS</b>	
<b>Response: &lt;5 MBPS</b>	
File Description	Document
Any additional information	<a href="#">View Document</a>

<b>4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)</b>	
<b>Response: Yes</b>	
File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 4.4 Maintenance of Campus Infrastructure

<b>4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years</b>	
<b>Response: 0</b>	
4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)	

2017-18	2016-17	2015-16	2014-15	2013-14
3.94	2.95	2.25	1.47	1.87

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</a>

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

##### Response:

The maintenance and upkeep of the infrastructure facilities are carried out with the support of heads of particular infrastructure department.

- All the departments and various functioning units of the institute are provided with all required infrastructure facilities like classrooms, seminar hall, faculty rooms, girls waiting hall, laboratories etc.
- There is building committee to look after the maintenance, repair and constructional work related to the building.
- All minor faults are attended and repaired by hired technicians, carpenters etc.
- The college has a generator system for uninterrupted power supply.

##### Computer & IT infrastructure:-

- Maintains Dead Stock Register regularly to keep account of the non-functional equipment and infrastructure, like computer, printer etc.
- Maintenance and upgradation is looked after by computer maintenance committee from time to time.

##### Laboratory Equipment:-

- Maintains stock register by laboratory for keeping list of chemicals, glassware and any other instruments used in the laboratory
- Maintains Dead Stock Register regularly to keep account of the non-functional equipments.
- The laboratory equipment is maintained at the departmental level by staff.

##### Furniture 's/related items: -

- There is staff to look after the maintenance and repair work of furniture and fixtures and other physical infrastructure. He brings into the notice of authority the needs of repair work and certifies after the work has been completed.

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>

NAAC

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

**Response:** 23.99

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
25	08	11	14	38

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	<a href="#">View Document</a>
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

**Response:** 42.48

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
35	30	28	56	00

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling

- 3.Soft skill development
- 4.Remedial coaching
- 5.Language lab
- 6.Bridge courses
- 7.Yoga and meditation
- 8.Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

**Response:** C. Any 5 of the above

File Description	Document
Details of capability enhancement and development schemes	<a href="#">View Document</a>

#### 5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

**Response:** 0

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>

#### 5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

**Response:** 0



## 5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Details of the students benefitted by VET	<a href="#">View Document</a>

## 5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

## 5.2 Student Progression

## 5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0

## 5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Details of student placement during the last five years	<a href="#">View Document</a>

## 5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 0

## 5.2.2.1 Number of outgoing students progressing to higher education

Response: 00

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education	<a href="#">View Document</a>

## 5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0

## 5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

## 5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>

## 5.3 Student Participation and Activities

## 5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.

Response: 0

## 5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at

national/international level (award for a team event should be counted as one) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	<a href="#">View Document</a>

### 5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

#### Response:

Student's representation in the form leadership is an indispensable part of Academic and Administrative bodies/committees of the institution. It plays an important role in the Governing and development of the college. The institute has Student Council constituted under Maharashtra University Act 2017 and rules and regulations of North Maharashtra University, Jalgaon. The student council comprises of Rank holder students of each class and elected as Class Representative (CR), NSS representative, Sports representative, Cultural representative, Girls representative. These representatives elect the secretary of student council, who represents college at University, and work as a college representative at University Student Council. The student representatives are nominated by the Principal on following committees such as IQAC, Internal Complaints Committee, Grievance Redressal Committee, Ceremony Committee, Yuvati Sabha, Yuvarang (Youth festival), Annual Gathering etc. It helps for successful implementation of various activities conducted by respective committees. The Students Representative plays an important part in encouraging and motivating students to participate in existing student oriented programmes of the college as well as university level programs. Student council is acting like a bridge connecting both classroom and society. The leadership skills of the students are utilized and developed. Student council organizes activities throughout the year including social as well as academic events.

Last but not the least, he ensures discipline in the college campus by encouraging students to observe the rules of the college, and environmental consciousness and work towards maintain a green and clean campus.

### 5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

**Response:** 14.8

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise

during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
15	15	14	15	15

File Description	Document
Report of the event	<a href="#">View Document</a>
Number of sports and cultural activities / competitions organised per year	<a href="#">View Document</a>

## 5.4 Alumni Engagement

**5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years**

**Response:**

In our college large number of students comes from poor economic background and rural area, they are unable to contribute the extra fund to the college. Though we have not register alumina but from last two years the alumina meetings are conducted regularly. Alumni network by itself is one of the best professional networking platforms available today. All the past students use latest ICT platform to communicate with each other with social media. They create Facebook Page and in contact with each other. Not only this they also have what's app group to communicate with each other to build a strong network between the institute, present students.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

**5.4.2 Alumni contribution during the last five years(INR in Lakhs)**

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

**Response:** <1 Lakh

File Description	Document
Alumni association audited statements	<a href="#">View Document</a>

#### 5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

**Response: 2**

##### 5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	00	00	00

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

**Response:**

For *tuning with the vision and mission of the institution*, the leadership strives to maintain an open and interactive environment. The overall functioning of the college is two step channels. It consists of Executive Council and College Development Council (CDC). Since college is run by a **Shri Shivaji Shikshan Prasarak Mandel's Bhusawal**. The governing body of this institution acts as an Executive Council for college. According to the need of the society, the Executive Council prepares the perspective plan for Institution in consultation with the entire stakeholder to which the society and the rural masses get benefit of it.

The Institution has its own College Development Council (CDC) wherein the Management Representative, IQAC Coordinator the senior most Faculty Members, Administrative Staff Member and Student Representatives are included. It is an important platform for formal interaction between the management, principal, faculty and students of the College. College Development Council hold regular meeting with the Principal and other members for planning and mandated tasks of their committee. In its meeting, the Committee analyzes the feedback and suggestion of teachers, students on curriculum, perspective plan and, accordingly if necessary, reforms are made. All stakeholders are actively encouraged to participate and voice their perspectives for effective decision making & policy formulation.

The Principal is the head of the Institution and bridge between the Executive council and the staff; he provides the leadership to the system. He works with vision, missions and goals of the Institution. The Principal and Vice principal and Office staff look after day today academic and administrative activity. He conducts regular departmental meetings and addresses the teachers about their responsibilities. He monitors the teaching-learning process; follow the instructions given by the University for the Overall Development of the students.

He performs the following functions such as planning accurately for future, deploying all resources for execution, monitoring the entire process etc.

#### 6.1.2 The institution practices decentralization and participative management

**Response:**

The enhancement of the skills and efficiency of staff members has been achieved by adopting the policy of decentralization of powers of management of parent institute.

The Institution has its own College Development Council (CDC).The principal is the d secretary of this council. He calls the meeting with prior notification. In this meeting the issue raise by the members are also discuss and the decision are taken by this committee are then inform to the executive council.

For smooth working and decentralized the powers the Principal has appointed the Vice- Principals and Head of the departments and provided administrative as well as academic autonomy and mobility for the effective governance.

Before the commencement of each academic year various college committees are formed by Principal. Important committees comprise of teachers, and many committees include non-teaching staff and students as well. Every committee has the freedom to prepare their plan and decide implementation strategies. The college committees are responsible for admission, time table, examination, welfare of students, and organization of extension activities and prepare the working strategy for the effective functioning of the college. The committee meetings are held as and when required for the implementation and organization of certain activities. A report of activities is prepared by each committee at the end of every academic year. At the time of some important issue, if there is necessity of take the decision at the same time then Chairperson of committee has freedom to take the decision and then that decision was inform to the higher authority.

### **Case Study:**

The institute has different committee; there exists a library committee constituted by the Governing Body. This committee consists of the Head of the departments of the different departments, Librarian and accountant of the institute. Before the commencement of the year, the funds available for buying books are decided and divided almost equally as per the needs of the various departments, i.e., keeping in mind their individual needs. For instance, the Head of the departments next ask the concerned faculty of the departments to submit a list of the books required by the department. Side by side, book requisition is also taken from the student members. Next, the demand of books is finalized as per the request and it is send to supplier. If within stipulated time, the booksellers are not able to supply the books, then as per the need the respective faculty member has freedom to buy the book from anywhere through the online or through the other book seller. Thus it is ensured that the needs of all are ensured and funds are used in the best possible manner through a process of participative management

## **6.2 Strategy Development and Deployment**

### **6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution**

#### **Response:**

Almost all activities of the college are undertaken following the deployment of perspective/strategic plans.

1. Academic activities such as Internal Test and tutorials are conducted following a strategic plan taken through meetings.
2. Extracurricular and Co-curricular activities are planned by the individual in a perspective manner to ensure the holistic development of the students and to develop their leadership quality. These activities are strategically planned in a manner so that they do not harm the academic calendar.
3. To establish functional MoUs, Collaborations, Linkages with different industries, institutes for student training on-the-job training, field trips, placements etc
4. To establish the well-structured feedback system.
5. To motivate faculty to involve in research, by publishing research papers in UGC Listed reputed

- and high impact factor journals.
6. Develop the audio video lecture for students.
  7. Establish the audio video classroom.
  8. Prepare a proposal for student welfare department of Parent University for Yavati Sabha , Rojgarvikasan Karyashala , and Kamvashika yojana

As per the proposal the university authority sanction all the proposal submitted towards them and release the funds for the program

### **6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism**

#### **Response:**

The college is run by a **Shri Shivagi Shikshan Prasarak Mandel's Bhusawal**. The governing body of this institution acts as an Executive Council for college. Since the college is Permanent Non-Grant College (Un- Aided/Self Finance College) hence, the Governing Body of the college is the apex body in the administration of the college.

The college is having three-tier systems for its governance. At Sanstha, level college is governed by the President, the Chairman, and the Secretary. At the college level, the Principal is the apex of the internal administration and is assisted by the Vice-principals, Registrar, and Head of the Department, staff, and IQAC. The apex body of the college is 'College Development Committee' (CDC).

#### **Administrative Setup:**

- The administrative setup consists of the Principal followed by the Vice-principals, Head of the Department,, Registrar, Head clerk, Junior Clerks, Assistants, and Attendants.
- The organization of departments includes Head of Departments, Associate Professors, Assistant Professors stage-1, 2 and 3,
- Librarian
- Physical Director.

#### **Service Rules:**

**For the service conditions and rules, the college follows the rules and regulation laid down by**

1. K.B.C N.M. University Jalgaon ,
2. UGC, New Delhi
3. Government of Maharashtra.
4. **Shri Shivagi Shikshan Prasarak Mandel's Bhusawal**

**Procedures for Recruitment:** In the college the recruitment is carried out in two different ways:

Procedures for Promotion: The promotion is allotted according



- 1.K.B.C N. M. University Jalgaon ,
- 2.UGC, New Delhi
- 3.Government of Maharashtra.
- 4.Shri Shivagi Shikshan Prasarak Mandel's ,Bhusawal.

**Procedures for Promotion:** The promotion is allotted according

- 1.K.B.C N. M. University Jalgaon ,
- 2.UGC, New Delhi
- 3.Government of Maharashtra.
- 4.Shri Shivagi Shikshan Prasarak Mandel's Bhusawal

**Grievance Redressal Mechanism:**

- 1.The college has a Sexual Harassment Committee,
- 2.Anti-ragging Committee,
- 3.Disciplinary Committee for timely redressal of the student and the faculty grievances.

**Mechanisms for grievance redressal:**

- 1.Student's direct access to authorities :

Students can directly approach the Principal, the Vice-principals, and Head of the Departments to put up their grievances.

2. Student's suggestion Box: – The student can put their complaints in written form in the suggestion boxes kept at different locations on the campus.

The boxes are opened periodically and the authorities take cognizance of the grievances and suggest appropriate measures.

3. Student Council - The grievances of students are received through the members of the student council, and the appropriate measures are taken care of.

4. Open Discussion with employees - Primarily, the Principal, the Vice-principals and the Office staff resolve the grievances of employees through open discussions and interactions.

**College Committees:** Different committees play an important role in the execution of responsibilities and activities on the campus. It is through the committees, the college seeks decentralization of power structure.

## 6.2.3 Implementation of e-governance in areas of operation

### 1.Planning and Development

- 2. Administration
- 3. Finance and Accounts
- 4. Student Admission and Support
- 5. Examination

- A. All 5 of the above
- B. Any 4 of the above
- C. Any 3 of the above
- D. Any 2 of the above

**Response:** C. Any 3 of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	<a href="#">View Document</a>

#### **6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions**

**Response:**

The institute has various committees, cells and bodies are constituted as per the norms and requirement to oversee academic and administrative operations of the institution.

Members of these bodies meet as per determined frequency of meetings. Higher authorities may call for meeting of any body at any time based on the need. All meetings are supported by a note taker and minutes of the meeting are recorded. Every meeting will be ended by listing out actionable items and recommendations, requests for approvals and conclusions. All actionable tasks are reviewed in the next meetings for progress. Approvals are followed up and converted into actionable items.

### **6.3 Faculty Empowerment Strategies**

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

**Response:**

The institution has various effective welfare measures for teaching and non-teaching staff, some of them are

1. Creation of PPF for each teaching and non-teaching staff.
- 2.Sponsorship to attend conferences in India.
- 3.Free uniforms for class IV employees.
4. Special leave are sanction to attain the conference, work shop and other programs for teaching and non-teaching staff.
5. First aid facility and Doctor on Call

### 6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

**Response:** 50.71

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

2017-18	2016-17	2015-16	2014-15	2013-14
03	10	03	01	02

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

**Response:** 0

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	<a href="#">View Document</a>

### 6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

**Response:** 0

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Details of teachers attending professional development programs during the last five years	<a href="#">View Document</a>

### 6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

**Response:**

At the end of every academic year about the institution is taken from the outgoing students and a report is prepared. Students feedback is taken about the performance of the teaching, learning process behavior of people and facilities in the college. Chairman of each functional committee submit the reports of their activities interacts individually with the teachers whose performance requires improvements and guides them regarding teaching technique and skills. The feedback report taken from the students about the institution is presented before the management subcommittee seeking its guidance and help for improvement of infrastructure and other necessary facilities in the college and gets the financial support for the implementation

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

**Response:**

At the end of every academic year about the institution is taken from the outgoing students and a report is prepared. Students feedback is taken about the performance of the teaching, learning process behavior of people and facilities in the college. Chairman of each functional committee submit the reports of their activities interacts individually with the teachers whose performance requires improvements and guides them regarding teaching technique and skills. The feedback report taken from the students about the institution is presented before the management subcommittee seeking its guidance and help for improvement of infrastructure and other necessary facilities in the college and gets the financial support for the implementation

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

**Response:** 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	<a href="#">View Document</a>

#### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

**Response:**

The college prepares an annual budget in consultation with the Principal and Vice-principal and accounts department of college. This estimate is then sent to Governing body and after discussion it is finalized. For major expenses, approval from Governing body is taken. Fees amount is collected by the institution from the students as per the direction of the university and the government. The same amount is utilized as per the prescribed set of norms. Management mobilizes funds to pay the salary of faculty. Many philanthropists enhanced the endowment fund to encourage meritorious students of the college. To monitor the effective utilization of financial resources the institution has computerized all its financial management.

File Description	Document
Any additional information	<a href="#">View Document</a>

## 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

#### Response:

The teaching-learning process for several years was under the purview of the Academic Committee and LMC of the college. With emerging IQAC environments the college proactively in a meeting formulated Internal Quality Assurance Cell. A Governing Body representation on the IQAC was approved in the Governing Body. The institution has constituted IQAC. Principal as chairman, guide to frame the quality policy. The IQAC, function under its President, Co-coordinator and Senior Members There is regular IQAC meetings to chart out the plan of action and to review the follow up action. Quality policy is reviewed from time to time the Management holds formal and informal dialogues with the staff from time to time redress any grievance. In the academic sphere IQAC was constituted with the following goals

- Communication of information on the various quality parameters of higher education.
- Development of quality benchmarks for the various academic and administrative activities of the institution.
- Documentation of the various activities leading to quality improvement.
- Obtaining, analysing and action taken on feedback responses from students, parents, and alumni on quality-related institutional processes.
- Teachers are encouraged to participate in seminars, conferences, workshops to update their knowledge and skill base.
- They are also motivated to organize seminars. workshops and conferences which ensure quality interactions among all the stake holders.
- Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the quality parameters.

Various key areas for regular monitoring and documentation by IQAC are

- Organisation of lectures by prominent speakers in different areas.
- Organisation of Annual lectures by each department every year.
- Participation in Innovation and Research funded Projects Consultation with various organizations Extension activities for the community development
- Organisation of Remedial classes and Student counselling sessions
- Feedback from stakeholders which was earlier taken by individual teachers and PG departments will now be documented in a centralized committee
- Collaboration with Industry and placement meet Effective involvement of Alumni Quality assurance is a dynamic process and we are moving towards documentation of strategies and processes as per new guidelines for IQAC.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 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

#### Response:

Post-accreditation IQAC will be reconstituted as per the NAAC guidelines. However, the institution reviews its teaching-learning process, structures and methodologies of operations and learning outcomes at periodic intervals through its various Staff Council committees.

- Student's internal assessment and attendance is monitored and evaluated at periodic intervals.
- The academic committee reviews the results and plans activities for the academic growth of the institution at large.
- Various quality initiatives for improving the teaching-learning process taken by the Institute. Value-added courses for students
- Initiated Use of ICT in teaching and learning encouraged.
- E-resources for various courses are regularly shared with students.
- Feedback from students, alumni and parents have formally been taken and the data analyzed and Posting of feedback forms on the college website.
- Efforts have been made to develop laboratories with advanced equipments, modern ICT gadgets, access to electronic learning materials etc.
- Availability of Internet and latest technological facilities are ensured for carrying out research work. Teachers are encouraged to pursue their PhD work & college also provides relaxation in workload for carrying out research.
- Support and motivation was given to the faculty to take up Major/ Minor research projects.
- Faculty members are granted leave to participate in short term courses and various workshops related to Research methodology.
- Teachers who have Publish the paper are facilitated by the Teachers' Council & the Governing Body of the College.
- Emphasizing upon faculty members to publish research papers in reputed Journals.

### 6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

#### Response: 1

#### 6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	01	01	01

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: E. None of the above

File Description	Document
Details of Quality assurance initiatives of the institution	<a href="#">View Document</a>

#### 6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

Response:

- Academic calendar for each session had been prepared before the commencement of new academic session to ensure effective implementation of the curriculum.
- Admission of the students were done completely on the basis of First come first Basis.
- Updated prospectus had been made available to the students.
- Various sub-committees were formed.
- The name of the Chairman of each committee had been decided in the Teachers Council Meeting
- Counselling was done for 1st Year B.Sc. students at the time of admission make them aware of



different curricular & co curricular activities of the college.

- Regular feedbacks were taken in the past from students and shared with teachers to improve the curriculum transaction.
- Since the formation of Internal Quality Assurance Committee. Feedback system has been formalized recently and structured. Students, parents and alumni feedback is collected on curriculum and infrastructure.
- As an outcome of the Students' feedback regarding infrastructure, mapping of college facilities has been initiated and washrooms have been renovated.
- The provisions for ramps for access to buildings has increased
- Students' request for a dedicated time slot mid-week to extracurricular activities.
- Most undergraduate students (nearly two-thirds) aspire to go in for higher studies and are absorbed into the postgraduate courses.
- Mentoring System for students to minimize dropouts through Personal Counselling.
- Use of ICT (laptops& Projectors) to make the process of teaching learning more learner-centric. YouTube assisted learning is being practiced. Teacher-Ward Tutorial system.
- It is now the endeavour of IQAC to address the requirement of the remaining one-third who don't make it to any postgraduate program.
- Dissemination of salient findings on quality parameters and feedbacks in a General Body meeting.

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

**7.1.1 Number of gender equity promotion programs organized by the institution during the last five years**

**Response:** 10

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
02	01	01	03	03

**File Description**

**Document**

List of gender equity promotion programs organized by the institution

[View Document](#)

**7.1.2**

**1. Institution shows gender sensitivity in providing facilities such as:**

- 1. Safety and Security**
- 2. Counselling**
- 3. Common Room**

**Response:**

**1. Safety and Security**

The institution takes much effort and introduces for interest to empower education moral and ethical value. The institution takes safety and security major in campus including main gate.

The anti ragging committees take care of new students. The college has women redressal cell and complaint box which deal with safety and security of girls. Committee also organizes activity to motivate strength and awareness about health and other gender issue through yuvati sabbha. With this some of additional feature about safety as follows

- A senior and experienced gatekeeper at the college entrance.
- Fire Extinguisher and sand bucket was placed on every floor.
- The entire campus is under CC TV surveillance.
- Dual exit gate Emergency exit.
- Exit gate is available for Chemistry Laboratory.
- Regular checking of the electric meter box by M.S.E.B.

- All the electrical switch boards, air- condition machines, fans and tube-lights serviced regularly.
- A Grievance Redressal Box for the students.
- Internal Complaint Cell to address issues on sexual harassment within the campus
- Medical contact has been establishing free medical check-up for the students by eminent Doctors.
- Maintenance of a FIRST-AID Box by the office.
- Identity Cards issued to all the students, teachers and the non-teaching staff.
- Separate waiting corner for the visitor's distinct code of conduct for the students teaching and non teaching staff.

### 1. Counseling

The counseling of the student is carried out under women redressal cell and discipline committee. These committees have been formulated to deal with issues related to gender sensitivity it educate the student regarding that gender equality.

#### 1. Common Room:-

The institute has separate common room for girls students is available at ground floor and partial facility available to the boy's in conference hall on third floor.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 7.1.3 Alternate Energy initiatives such as:

#### 1. Percentage of annual power requirement of the Institution met by the renewable energy sources

**Response: 0**

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 00

7.1.3.2 Total annual power requirement (in KWH)

Response: 60

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	<a href="#">View Document</a>

### 7.1.4 Percentage of annual lighting power requirements met through LED bulbs

**Response: 50**

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)	
Response: 30	
7.1.4.2 Annual lighting power requirement (in KWH)	
Response: 60	
File Description	Document
Details of lighting power requirements met through LED bulbs	<a href="#">View Document</a>

<p><b>7.1.5 Waste Management steps including:</b></p> <ul style="list-style-type: none"> <li>• Solid waste management</li> <li>• Liquid waste management</li> <li>• E-waste management</li> </ul> <p><b>Response:</b></p> <p><b>Solid Waste Management:-</b></p> <p>Our institute has a good solid Waste management system in the campus. The dustbin is placed on each floor in each class room and various places in the campus. The cleanliness is maintained by a special person and allotment of duty to support staff. Not only this the faculty member also implement clean India mission at our college on birth anniversary of mahatma Gandhi .solid waste is transferred in municipal council vehicle . The plastic scrap and news papers are soil to recycling agency.</p> <p><b>Liquid waste management:-</b></p> <p>The institute has efficient drainage system for each waste generated in campus in the chemistry lab of the institute. The chemical use for practical purpose are partially hazardous and do not produce harmful waste. And effective drainage system is available in laboratory. Drainage is maintained by municipal corporation.</p> <p><b>E-waste management:-</b></p> <p>In the institution there is a simple process of e-waste management. The damaged computers, batteries, printer, CD etc which are not in the condition to be repair are in disposed through a vendor.</p>
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<b>7.1.6 Rain water harvesting structures and utilization in the campus</b>
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**Response:**

The college has ground in front of college building. The Large area of the college campus allows for percolation of water into the soil thereby facilitating recharging of underground water reserves. College only uses water provided by municipal corporation. At this time there are one tanks to collect the rainwater of 500L in chemistry Labotary for collecting rainwater from the spouts. This water is also for Chemistry practical by Filtering it. At present their Partial provision for rainwater harvesting in the college, thought he complete harvesting of rain water included in the future plans of the college.

File Description	Document
Any additional information	<a href="#">View Document</a>

**7.1.7 Green Practices**

- **Students, staff using**
  - a) **Bicycles**
  - b) **Public Transport**
  - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

**Response:****1. Bicycles**

Students are motivated to use bicycles regularly. Near about 50% of students use bicycles. Some Staff members also prefer to come to college by walking and bicycles.

**1. Public Transport**

The college is located at the heart of city hence with the help of public transport

Student can easily reach in the college. Our some students are coming through a ruler area hence students use this public transport

**1. Pedestrian friendly roads**

In the building of institute design in such a way that there is no need of pedestrian road

**1. Plastic-free campus**

Effort is taken by the institute to create the plastic free campus. Students tried their best to avoid plastic material. Use of plastic file is strictly prohibited in the seminar and project report.

**1. Paperless office**

We are following paperless office policy whenever possible.

We have prepared teaching /non teaching staff whats' app group for better and faster communication and also email communication for official communication.

We have prepared student what's app group for each year for their respective notices.

We have maximum practice to avoid paper.

**7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years**

**Response:** 0

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	<a href="#">View Document</a>

**7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:**

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

**A. 7 and more of the above**

**B. At least 6 of the above**

**C. At least 4 of the above**

**D. At least 2 of the above****Response:** C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years****Response:** 6

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	01	01	02

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	<a href="#">View Document</a>

**7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)****Response:** 6

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	01	01	02

File Description	Document
Report of the event	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.12**

**Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff**

**Response:** Yes

File Description	Document
Any additional information	<a href="#">View Document</a>
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	<a href="#">View Document</a>

**7.1.13 Display of core values in the institution and on its website**

**Response:** Yes

File Description	Document
Provide URL of website that displays core values	<a href="#">View Document</a>

**7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations**

**Response:** Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.15 The institution offers a course on Human Values and professional ethics**

**Response:** No

**7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions**

**Response:** Yes



File Description	Document
Any additional information	<a href="#">View Document</a>

**7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years**

**Response:** 9

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	02	01	01	02

File Description	Document
List of activities conducted for promotion of universal values	<a href="#">View Document</a>

**7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities**

**Response:**

K .Narkhede College always arranges awareness program about our national hero's birth and death anniversary by giving tribute. We celebrate various festival in k .Narkhede College campus such as teachers day, republic day, independence day, mahatma Gandhi Jayanti, Indira Gandhi Jayanti, Dr. A.P.J Abdul Kalam Jayanti , Pandit Dindayal upadhay Jayanti , Maharishi Valmik Jayanti, Dr. Baba Saheb ambedkar Jayanti, Sardar vallabh bhai Patel Jayanti , yashvantrao chavhan Jayanti, Shivaji Jayanti, Teacher day is celebrated to mark birth anniversary of dr. Sarvapalli Radha Krishnan .

Also we have celebrated Rastriya akta divas on birth anniversary of Sardar vallabh bhai Patel.

On occasion on Dr. A.P.J Kalam birth Anniversary College has organized books exhibition. Essay Competition and clean India mission was arranged on Mahatma Gandhi Jayanti.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

#### Response:

The Institution maintains complete transparency in overall functions regarding finance, academic, administrative and auxiliary activities.

1. **Financial transparency**-Maximum transactions are made through cheques Salary payment of all the employees is processed through the banks. Students are given receipts on deposit of the fees. Quotations are invited from different agencies for the purchase of materials. The accounts are audited regularly by a firm of chartered accountant appointed as internal auditor.

1. **Academic transparency**-The institution plans and organizes teaching, learning and evaluation schedule .Academic calendar is prepared considering the University, Semester exams, winter and summer vacation schedule. Every subject teacher submits teaching plan. Term end review is taken through the progress reports. Necessary remedial measures are taken, if curriculum is lacking behind due to any reason. Internal examination schedule is prepared considering University examination. For internal evaluation timetable is prepared by the examination committee. College assessment score is submitted to the University within prescribed period.

1. **Administrative transparency**-The management comprises managing council and college executive committee which provides guideline for efficient and effective transaction of teaching learning process. The management works as facilitator and ensures responsibilities and communicates these to staff. College Development Committee/Local Management Committee and IQAC also play an important role in overall administration of the institution. The administrative authorities such as Principal, Vice-principals, Heads, and Chairman of the committees are assigned the administrative responsibilities. Decentralization of power, policy is adopted to maintain transparency

## 7.2 Best Practices

### 7.2.1 Describe at least two institutional best practices (as per NAAC Format)

#### Response:

#### Goal

Our goal is to develop a culture for life long. Our goal is “rupantr” and we want to make the students perfect and to bring out the best in them. The college has been cherishing the student, so it is committed to confer it in its purest form .Our institution has a vision and mission

**Mission:**

**To provide quality education to the students to provide learner to tap and strengthen their academic artistic potential to educate the youth.**

**The context**

K.Narkhede College is a institute along with the teaching process It aim at learning the students form different angels to strength the students. Many student are not economically sound that it become more clear that many students are in need of money for the progress of their academic carrier so management through that the institution supports them by giving them scholarship.

**The practice:**

The K. Narkhede College is uniquely committed in facilitating a project of central government, for all the minority community and all the deserving students eligible for applying for the student scholarship in our institution. The students are supported to download the application form by themselves and should fill the same but the undergraduate students are unfamiliar of so we take the responsibility with a parental concern

Those students who are not eligible for the government scholarship our institution gives them scholarship 25% of the total fees.

In 2013-14, 46 students got the scholarship from government, in 2013-14 38 student got the scholarship we helped 59 student to get the scholarship.

In 2014-15, 14 students got the scholarship and we helped 56 students in 2015-16, 11 students got scholarship and we helped 28 student.

We proud to help the student when the freshly admitted students are totally unaware of the practice.

**Evidence of success:**

Percent of the student have received central government scholarship

Percent of the student have received institution scholarship

**2. Mentor system:**

**Goal:**

- 1.To maintain discipline in the college.
- 2.Continuous monitoring of student performance.
- 3.Student counseling and redressing their grievances.
- 4.To provide support, guidance and encouragement for the all-round development of the students.
5. Individual attention to the students and help them to develop homely feeling about the college.

**The context:**

The college belongs to a reputed, highly disciplined and well known institute. Majority of the students are from rural areas. These Students generally very shy and not bold enough to openly express their difficulties and problems. Due to lack of individual attention, performance of the students in academics as well as extracurricular activities would suffer. Due to limitations, principal is unable to handle every problem of the student. Moreover, it was highly difficult to maintain discipline and to give personal attention to the students. To overcome this problem and to decentralize control, mentor system was set up.

Practice:

Groups of students are made and a teacher is allocated to each group as a mentor. The teacher will be in continuous in contact with them for three years in connection with their attendance, academic performance and extracurricular activities. Periodic counseling sessions are held to redress their grievances and interaction with their parents is also made if necessary. It helps the student in his all-round development as well as to make a right choice of his career.

Evidence of success:

The following outcome has been witnessed.

- Increase in student attendance.
- Progress in students' academic performance.
- Maintenance of the college rules, regulations and discipline.
- Improvement in the participation of extracurricular activities Improvement in students' behavior. Helped many of the students to make use of the resources and facilities to fullest extent
- Improvement in the sense of belongingness about the college.
- Cordial relationship between staff and the students.

Problems encountered and Resources required:

At the initial stages students were hesitant to openly discuss their problems with the mentor. Gradually they got adjusted to the system. They are not interested in record keeping for mentoring.

### 7.3 Institutional Distinctiveness

**7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust**

**Response:**

K. Narkhede College, Bhusaval is affiliated to K.B.C. N.M. University, Jalgaon was established in the year 2002 with the great words '*NAHI DNYANEN SADRUSHYAN PAVIRAMIHM VIDYATEAND*' with this vision, it started with 7 students and has grown into a center of Higher Education at Bhusawal.

The college ensure to impart quality education to all of its students not only through enhancing their intellectual ability but also by nurturing their talent. The college shapes the learner coming from rural area into better citizen enriched with self-confidence, perseverance, patriotism and humanity. Our institution empowers our future generation with knowledge acquisition, together with developed personality. The aim is to create lifelong learners not only possessing higher level academic skill but also excellent transferrable skill and appropriate graduate.

The overall development of students is achieved by facilitating their participation in various activities –academic, sport, social service, leadership, cultural etc. They also attend the seminar and conference organized by the college. Students are also encouraged to take part in Competition, Seminars and Conference Organized outside by the other institute.

Many of the students are academically well enriched to be employed in many reputed companies. Some students are work in school and colleges as teacher. In the era of extensive social networking through the internet the passed out students still managed to keep in touch with the faculty members of the college they themselves develop their Facebook and What's app group. Because of this student we have been able to develop a sensitive and responsible youth force who have social commitments towards the larger section of the society. This is well evidence by the success of our aluminate in the field of their choice and a sensitive and responsible youth force who have social commitments towards the larger section of the society.

## 5. CONCLUSION

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### Additional Information :

A well-known novelist, poet, educationist and a popular teacher Late. K. Narkhede, along with his colleagues established Shri Shivaji Shikshan Prasarak Mandal, Bhusaval in 1960. The main object was to impart quality education to the poor section of society in the ruler area. They initiated by starting a primary school named, 'Apli Shala'. Gradually the management was compelled to increase the branches of primary school and they started a high school from 1962. In 2002, the institute started the K. Narkhede College of Science, Bhusaval. presently known as a K. Narkhede College, Bhusaval. It is affiliated to the Kavayitri Bahinabai Chaudhari North Maharashtra University Jalgaon. Initially only computer education up to graduate level was imparted. In 2009, M.Sc. (computer science) was introduced and in 2010 general B.Sc. courses like Biochemistry, Chemistry, Botany, Zoology were introduced. A small sapling sown in 1960 has grown in to a big banyan tree. The institute now runs Pre- Primary, one primary school, with four branches, one English medium school, a well reputed High School, Higher Secondary School and a Senior College.

College has been offering science education to the students of urban and rural areas. Moreover, it has a special significance for the all the category students, as well as for the underprivileged classes who cannot afford the higher costs of the courses offered in the other science colleges. The Parent institute of college Shri Shivaji Shikshan Prasarak Mandals, Bhusaval provide **freeship/ financial assistance** to all those students of computer science who are not getting any type of freeship/scholarship from Government or any other institution.

The college began its journey in 2001-2002 by introducing B.Sc. The college starts Physics, Mathematics, Electronics and Computer subject and offer specialization in Computer science at final year of B.Sc. and from 2015-16 it offers specialization in Mathematic at final year of B.Sc. program. In 2009 we started M.Sc. in Computer science. the college has been progressing steadfastly towards realizing its Vision '**Quality Education for the Empowerment of Society**' mission of provide quality education to the students who basically belong to the economically disadvantaged section of the society,

### Concluding Remarks :

Founded in 2001-02 and A well-known novelist, poet, educationist and a popular teacher Late. K. Narkhede, the college has come a long way in imparting comprehensive education to young, aspiring students from diverse socioeconomic backgrounds. By organizing the various extension programmes, the college aspires to uphold and carry forward the dream of founder president Late N. K. Narkhede. The dedicated Teaching Staff primarily focus on its diverse student community and the curriculum is regularly revised and updated through innovative teaching and learning methods as well as a transparent feedback system involving students, their parents as well as the teachers themselves. Administration diligently works towards developing the infrastructural and learning resources thereby enhancing the institution's tireless efforts to achieve excellence. The college insists to create awareness about environment and social responsibilities by conducting various practices. excellent examination results, enriched library, and clean and well-disciplined campus are some of the notable features. The institution is planning to introduce some P.G. courses from 2020-21. Increase in the number of students, placement activities, research and alumni association registration are few of the challenges not only this the main challenge is avail the all types of grants from Government.