YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	**HUTATMA RAJGURU MAHAVIDYALAYA**
• Name of the Head of the institution	**Dr. Shirish Pingale**
• Designation	**Principal**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	**02135222099**
• Mobile no	**9890699578**
• Registered e-mail	**iqachrm@gmail.com**
• Alternate e-mail	**hrmrajguru@yahoo.com**
• Address	**Pune-Nashik Road, Rajgurunagar-410505**
• City/Town	**Rajgurunagar**
• State/UT	**Maharashtra**
• Pin Code	**410505**
2.Institutional status	
• Affiliated /Constituent	**Affiliated**
• Type of Institution	**Co-education**
• Location	**Semi-Urban**

• Financial Status	**Grants-in aid**
• Name of the Affiliating University	**Savitribai Phule Pune University**
• Name of the IQAC Coordinator	**Dr. Pramod Kulkarni**
• Phone No.	**9850658087**
• Alternate phone No.	**02135222099**
• Mobile	**9850658087**
• IQAC e-mail address	**iqachrm@gmail.com**
• Alternate Email address	**pramodskulkarni3@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.hrmrajgurunagar.ac.in/iqac/Images/iqac_aqar/1633501019.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.hrmrajgurunagar.ac.in/committee_main_details.php?q=ACADEMIC+CALENDAR++

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**82.10**	**2004**	**08/01/2004**	**07/01/2009**
Cycle 2	**B**	**2.63**	**2015**	**03/03/2015**	**02/03/2020**

6.Date of Establishment of IQAC	**03/12/2003**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NA	**NA**	**NA**	**NA**	**NA**

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

• Upload latest notification of formation of IQAC	No File Uploaded	
9.No. of IQAC meetings held during the year	**4**	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**	
• If yes, mention the amount		

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

1. Successful submitted SSR of 3rd Cycle Accreditation 2. Online Teaching using Zoom App 3. Results are Improved 4. Organization of extension activities 5. Participation of teaching staff in International, National, State, and University Level Conferences, Seminars and Workshops

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

Plan of Action	Achievements/Outcomes
To Submit SSR of 3rd cycle of NAAC	IQAC have successfully submitted SSR of 3rd cycle of NAAC
Analysis of Result	The results of the examinations of the previous academic year were analyzed and necessary instructions were given to the teachers who needed improvement
Promote the faculty to apply for major and minor research project	Faculty members have submitted Research proposal to different agency
Examinations	Examinations were conducted according to the time table of the university. Students were informed about it in advance. Internal examination have conducted via online mode using Google form
NSS,NCC Activities along with cultural	NSS, NCC units were formed for this academic year and various activities were carried out. Blood donation programme was also organized. S
Feedback from students	Feedback was collected from the students, in the prescribed format, analysed and required action was taken as per the suggestion.

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	02/03/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2019-20	**04/03/2020**

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

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

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

20.Distance education/online education:

Extended Profile

1.Programme

1.1	**454**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	**3505**
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**2664**

File Description	Documents
Data Template	[View File]

2.3 Number of outgoing/ final year students during the year	**1197**

File Description	Documents
Data Template	[View File]

3.Academic

3.1 Number of full time teachers during the year	**51**

File Description	Documents
Data Template	[View File]

3.2 Number of sanctioned posts during the year	**63**

File Description	Documents
Data Template	[View File]

4.Institution

4.1 Total number of Classrooms and Seminar halls	**50**

4.2 Total expenditure excluding salary during the year (INR in lakhs)	**107.27200**

4.3 Total number of computers on campus for academic purposes	**116**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution ensures effective curriculum delivery through proper planning of academic activities, keeping in mind the lacunas in the previous year. In accordance with the Savitribai Phule Pune University, Pune, our institute prepares an academic calendar at the start of each academic year.The faculty-wise timetables are prepared and displayed on the notice board. The curriculum specifies the number of teaching hours required for each course. Every Department Head distributes the curricula during the departmental meeting to prepare individual timetables to ensure syllabi completion and successful curriculum delivery. Internal assessments, assignments, seminars, tutorial work, open-book tests, group discussions, field/industrial tours, project work,project submissions, and so on are carried out in accordance with the curriculum. These times tables are strictly followed. The stakeholders are invited to make suggestions for curriculum design, which are subsequently communicated to the board of studies for consideration. Extra classes are held to compensate for any loss in teaching hours, and the department head organizes a review meeting accordingly at the department level.Counseling is provided informally to slow learners. The activities of each department are planned in accordance with the academic calendar of the college and the department.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	**Nil**

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

Our college prepares the academic calendar in tune with that of affiliating university (Savitribai Phule Pune University) before the commencement of the academic year. It specifies dates of significant activities to ensure proper teaching-learning process and continuous evaluation. It consists of the dates for admission, the first and the last days of the semester, list of holidays, submission of examination forms, practical examination schedule, timetables of

home assignments, tests, tutorials, and internal assessment, dates of submission of internal marks, possible dates of university examinations and results. It also incorporates the schedule of curricular and co-curricular activities like guest lectures, and tentative dates of activities. It provides the concrete guidelines for the execution of continuous internal evaluation and reflects various student-centric activities channelizing opportunities for the students for exploring their desired paths. The entire timetable of the college is prepared by the committee and the same is displayed on the notice board. The heads of the departments prepare the academic calendar and a departmental timetable. The timetable of internal examinations is prepared by the College Examination Committee and the same is displayed well in advance on the student and staff notice boards.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://hrmrajgurunagar.ac.in/committee/Images/1633070214.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University   C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

20

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

00

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

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

00

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

1.3 - Curriculum Enrichment

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

Our institution integrates societal cross-cutting issues like Professional Ethics, Gender Equality, Human Values, Environment and

Sustainability into our prescribed syllabus which are inseparable part of our curriculum.

Gender Equality:

The college has a Women Grievance Cell and Grievance Redressal Cell to provide counselling to students, promote gender equity among students and deal with issues of safety and security of female students, and faculty.

Human Values and Professional Ethics:

To introduce human values and human rights, the course prescribed for the students of S. Y. B. A. Political Science contains Rights and Justice, Liberty and Equality, Democracy, Sovereignty. It creates awareness among the students about their inalienable fundamental rights. Introduction to Constitution is compulsory subject for second-year PG students. The course contains Human Values, Liberty, Equality, Ethics and Morals, Unity in Diversity, Human Rights and Rights of Women, and Children. For the students in Commerce faculty, courses like Business Ethics and Professional Values are taught at UG and PG.

Environment and Sustainability:

Environmental Awareness is a mandatory course for second-year degree students. The course presents a multidisciplinary nature and highlights renewable and non-renewable resources and the problems associated with the environment.

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

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

11

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

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

949

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

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	http://hrmrajgurunagar.ac.in/committee/Images/1644035011.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	**No File Uploaded**

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://hrmrajgurunagar.ac.in/committee/Images/1644035011.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

3505

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

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

1076

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

As the students from various economic and social backgrounds seek admission to our college, it becomes important to identify the slow

learners and the advanced learners at the entry-level. All the students do not have the same educational background. Special efforts become necessary to support the slow learners. Advanced learners also need scope and opportunities to grow further. At the commencement of the academic year, the college conducts counseling sessions or induction programmes for newly admitted students. The principal and the senior faculty members make students aware of the need of setting goals, career opportunities, code of conduct, classroom attendance, examination pattern, evaluation pattern, and the infrastructure facilities available in the college. The slow learners and advanced learners are identified at the entry-level with the help of their marks and achievement in the previous year's examination.

File Description	Documents
Paste link for additional information	http://hrmrajgurunagar.ac.in/iqac/Images/iqac_agar/1651675305.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
3505	51

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

For a better understanding of students, Hutatma Rajguru Mahavidyalaya consciously stimulates students participation in different activities. Our college has adopted different methods of experiential and participatory learning along with problem-solving methodologies to make sure active and energetic participation of students in the teaching-learning process. . The college has embraced various student-centric teaching, learning pedagogical methods for strengthening the learning levels of the students.

The teaching faculty of the college encourages experiential learning

methods. The main objective of this method is to upgrade and expand an experimental learning approach amongst the students. Basically, natural science and social science departments like Chemistry, Botany, Zoology, Physics, Geography, and English have been using this method in the teaching-learning process to enhance the learning abilities of the students.

Participative learning is considered to be the major student-centric method. Our college focuses on the active participation of students in seminars, group discussions, debates, quizzes, field visits, industrial visits, surveys, research projects, and case studies.

Problem Solving Method: In order to develop and improve students' creativity, decision-making ability, critical thinking, and reasoning power, the college has adopted this method. Departments like Mathematics, Statistics, Physics, Chemistry, Economics, and English.

File Description	Documents
Upload any additional information	[View File]()
Link for additional information	http://hrmrajgurunagar.ac.in/iqac/Images/iqac_agar/1651677572.pdf

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

Our college promotes ICT enabled tools and devices for delivering curriculum and extra-curriculum information to the students.The following innovative steps have been taken to make teaching and learning more effective.

- The college facilitates effective use of PPT's, LCDs, e-books/journals, and modern instruments/equipment in the laboratories.
- The college provides computers/laptops, 50 Mbps internet connectivity, INFLIBNET, DELNET, Shodhganga, and other ICT facilities for effective teaching-learning.
- Department of English has initiated the use of the Language Laboratory for enhancing and enriching the English language competencies of the students.
- The college has developed a smart classroom facility for effective knowledge delivery to the students.
- Department of Chemistry uses Chem-draw ultra software for

drawing structures of compounds. Department of Statistics uses R-software, Excel, and the Department of Mathematics has adopted software like Maxima, SCILAB, and C Programming for enhancing the learning abilities of the students.

- The college provides important links regarding learning materials on the college website.
- Most of the faculty members circulate study materials and notes using internet facilities to the respective students.
- Mobile Technology: Smartphones and Mobile apps such as Whats App are used by teachers to enhance verbal skills and visual learning.

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

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

2.3.3.1 - Number of mentors

51

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

2.4 - Teacher Profile and Quality

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

51

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

15

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

540

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Due to the COVID-19 pandemic, all the internal assessment in the academic year 2020-21 was done via online mode. The continuous

internal assessment for undergraduate and post graduate classes was done with various modes viz. tutorials, orals, group discussions, assignments, tests, and presentations. The term-end examination is conducted for the final year of the Commerce and Arts faculties. Question papers for the term-end examinations are set according to university guidelines. The marks out of 60 are converted into marks out of 20.

The calendar of the term-end examination is prepared and conveyed to the students. The minimum marks of passing and the rate of conversion is conveyed to the students along with the format of the question papers.

Due to COVID pandemic re-examination was organized by collegeand university respectively for internal and external examination for the students who are COVID affected and also for the students who are facing electricity or network issue.

For practical papers, journals are maintained and assessed strictly. For postgraduate classes internal assessment is conducted in the form of open-book tests, written tests, home assignments, seminars or presentations and project works.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://hrmrajgurunagar.ac.in/iqac/Images/iqac_aqar/1652200700.pdf

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

The examinations are conducted according to the guidelines of Savitribai Phule Pune University.

The redressal of the grievances is also based on the set norms of the university. The principal of college and the CEO of the college conduct the process with the help of the examination committee. The internal and external examinations take place according to the timetable prepared by the college and university. The redressal of the grievances related to university examination has a set pattern.

1. University provided the facility for students to register their grievances regarding online examination within 48 hours

through their profile.

2. The mistakes on the hall tickets regarding the name or the subjects are sent to the University. The duly corrected hall tickets are provided to the students in time.
3. In case of the discrepancies related to marks, the prescribed forms are forwarded to the university with due remarks of the COE and the Xerox copies of the marks statements are also forwarded to the university.
4. The process is transparent and time-bound.
5. Grievances related to Internal Assessment: The grievances related to any error or mistake is resolved by the concerned subject teacher under the guidance of the Head of Department.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://hrmrajgurunagar.ac.in/iqac/Images/iqac_agar/1652200716.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The college has specified graduate attributes and learning objectives. To achieve these attributes Programme outcomes (POs), Programme specific outcomes (PSOs) for all academic programmes are specified by the Institute as per the guidelines of NAAC. The following attributes are included in the POs. 1.Disciplinary knowledge 2.Lifelong learning 3.Universal Competencies 4.Attitude/Morals outcomes POs are classified according to the above criteria. PSOs statements focus on the specific knowledge of core subject.

POs and PSOs are designed to ensure complete and comprehensive learning about the program and coursesas these are critical for the future successful career of the student. The Course Outcomes (CO) are designed through curriculum mapping by identifying which courses,portions of the courses, or series of courses fulfil each PO and are in correlation with other courses andPOs. The COs were designed with the following criteria The course outcomes identify the minimum achievement required for success in the course. Based on the principles of Bloom's taxonomy. Expressed clearly and understood easily. Can be understood within the context of the discipline Indicate the kind of performance expected (either within the outcome

or aligned with the criteria for assessment). Assessment of level of learning. Demonstrated thorough assessment.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	http://hrmrajgurunagar.ac.in/pco_pso.php
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The college has prepared the method of measuring program outcomes and course outcomes that eventually upgrade the education quality of the college and graduate outcomes. The learning outcomes and attainment are calculated by using direct and indirect methods.

Direct method: We prepare the expected learning outcomes of all the Programs and Courses. The set program outcomes, course outcomes, and program-specific outcomes are used to evaluate the respective outcomes. The program outcomes are calculated on the basis of set target levels. Each CO is mapped to PO to make a (CO-PO) matrix. The Attainment of course outcome is calculated by using the following formula;

- **Attainment of Course at UG level: Attainment of Course = 80% (Attainment level in university examination) + 20% (Attainment level in internal examination).**
- **Attainment of Course at PG level: Attainment, of Course, = 50% (Attainment level in university examination) + 50% (Attainment level in internal examination).**

The attainment level for course outcome is defined as follows:

- **Level 1: 40% of students scored more than the university average.**
- **Level 2: 50% of students scored more than the university average.**
- **Level 3: 60% of students scored more than the university average.**

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://hrmrajgurunagar.ac.in/pco_pso.php

2.6.3 - Pass percentage of Students during the year

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

1109

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://hrmrajgurunagar.ac.in/examination_annual_report_front.php

2.7 - Student Satisfaction Survey

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

http://hrmrajgurunagar.ac.in/iqac/Images/iqac_agar/1651753627.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

6

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

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

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The college has established the Incubation Centre for undertaking theoretical and applied research. The faculty has sent their

research proposals to various funding agencies for seeking financial assistance for research projects. 15 research articles have been published in UGC-listedjournals during A.Y. 20-21. Many faculties and some students have presented their papers in National and International conferences. Some of the faculty members have published books and also contributed in writing the chapters in the reference books. Seven faculty members have been approved as research guides. The cell supports innovative ideas and helps the students for putting their ideas into practice. Students participated in National and state level competitions and won first prize. The College published its annual magazine Dnyandeep in which students contributed their articles on various topics and issues. There are high-end instruments and equipments are available at the college. The college library has many research journals and reference books to facilitate and update the knowledge of research work. INFLIBNET, e-Books, manuscripts, etc, provided to the faculty for updating the recent developments in the relevant fields.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

00

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

1

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

26

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

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

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

7

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

3.4 - Extension Activities

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

There is a National Service Scheme (NSS) unit in the college

actively working in order to instill a sense of social fulfillment among students.

Due to the Covid-19 pandemic situation, most of the activities were conducted through online mode.

1. An online lecture on "My family My responsibility" was organized where the importance of family values was focused on and special tips were given to the students to overcome the emotional stress developing due to the pandemic situation.
2. On the occasion of the National Education day, an online lecture was organized for the students on the topic "Educational background of Maulana Abdul Kalam Azad and Conformity of Hindu-Muslim".
3. An awareness programme on Human rights was organized as part of Constitution Day jointly by the NSS unit and the Department of Political science.
4. A blood donation camp was organized in which 82 individuals, donated their blood, which was collected by the blood bank of the Sassoon Government Hospital, Pune.
5. As part of the National Youth Day celebrations, an online lecture was organized for the college students in which the participants were given awareness on the life of Swami Vivekananda and his contributions to our country.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

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

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

00

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	**No File Uploaded**

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

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

11

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

720

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

00

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	<u>View File</u>

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

00

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has five wings A, B, C, D, E. These wings consist of very good classroom facilities, laboratories, library, staff rooms, and administrative blocks.

Wing A having commerce department with well-furnished computer laboratory

Wing B consists of well equipped and well-furnished laboratories of Chemistry, Physics, Botany, and Zoology

Wing C provides ample space for the qualitative enrichment of our Library (Knowledge Resource Center). The reading halls have a good capacity where 200 students can sit and study comfortably.

Wing D having space for administrative related work.

In the E wing, we have computer laboratories for B. Sc. Computer Science and BBA along with a well-equipped laboratory for Mathematics and Statistics.

Physical Facilities:

1. Well-furnished conference hall named as Vitthalraoji Buttepatil Sabhagruha.
2. Competitive examination guidance center along with well-maintained reading hall.
3. Departments for IQAC, Examination office, NCC, NSS, and Student welfare.
4. Separate laboratory for M. Sc. Organic Chemistry.
5. Language laboratory: To enrich the communicative abilities of the students with interactive language lab software, sponsored by DST-FIST.
6. Geography Laboratory
7. Well connected computer labs with 50Mbps bandwidth.
8. Instrumentation Facility Centre: To reinforce and inculcate research culture amongst the students and teachers having 6 advanced and sophisticated instruments.
9. Three smart classrooms

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://hrmrajgurunagar.ac.in/infrastructure_front.php

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

The college has been providing adequate infrastructure to the students interested in a career in sports activities and other students of the college. The college has well-furnished separate gymnasiums for boys and girls.

Gents Gym: College Physical Education and Sports department has a separate Gym for boys having an area of 530 sq. feet. The boys have facilities like a Multistation machine, Sealed leg press machine, Crossover pulley, Angled leg press cum hack machine, Shoulder cum chest press machine, Cycle, Dumbbells etc.

Ladies Gym:College Physical Education & Sports department has a separate gym for girls having an area of 380 sq.feet. The girls make use of seven station machine, Sit-ups bench withstand.

Indoor Facilities: - Chess/Boxing Hall, Office, Table Tennis Hall, Weight Lifting Hall

Outdoor Sports:- For outdoor sports, our college has the following playgrounds having the measurements specified for the following sports events; Kho- kho, Kabaddi, Volleyball, Basketball, Rope Mallakhamb.

Cultural Facilities:

Vitthalraoji Buttepatil Sabhagruh of our college provides ample space for the practice and performance of cultural activities such as dance, music, and drama.

Musical instruments such as Harmonium, Guitar, Tablas, and Casio etc. have been made available by the college.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://hrmrajgurunagar.ac.in/login/images/nacc_ssr_documents/1600946864.pdf

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

11

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://hrmrajgurunagar.ac.in/login/images/nacc_ssr_documents/1601006897.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

14.70

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

The library is the knowledge resource center of the college and is automated through an integrated Library Management System that is, Eduwon Software Version 1.0.0.0 developed by S.S.S.Computers, Lonavala,Pune having Proprietor Mr.Milind Ravindra Deshmukh.

The LMS has modules Viz.Book Master, Author Master, CD Master, Book Category Master, Compiler Master, Currency Master, Distributor Master, Editor Master, Language Master, Publication Master, etc.

This software provides the facility to create and view records of List of Books, subscription list, List of Issue and Return books, Vendor list, etc. The software has the facility to generate identity cards for students, according to the reference number of admission

cards.

Records of books are generated as Type/category wise (Text, Reference or Other), Subject wise (Physics, Chemistry, Biology, History, Accounts, etc), accession number wise, Publication wise, Author wise, and Accession Number wise. Issue and return modules available in the software are used for issue, renewal, and overdue of books. Barcode labels are generated through a barcode Printer using the number of the book enter into the system.

Circulation of books done through the Barcode system and Web OPAC facility is made available to the users.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	http://hrmrajgurunagar.ac.in/library.php

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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

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

1.7420

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

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

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

6

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

As per the requirement of ICT for students, staff, and other users our college makes necessary arrangements of ICT infrastructure, The College makes provisions in its budget for augmentation of necessary physical facilities.

An expert technician has been appointed for the maintenance of hardware and ICT infrastructure of the campus. Computers, printers, and LCD projectors are provided to all the departments. Information and Communication Technology enables effective teaching, learning, and seeking information. It is of enormous use for imparting knowledge of all the subjects.

Many of our staff and students procure information as the source of references for their research work, presentation of papers, and preparing projects. Broadband internet facility is provided to all the departments. The campus is networked through LAN. The college has lease lines with 50MBPS connectivity. There is one broadband connection with 50 MBPS connectivity, provided by Royal Broadband internet service provider for internet connectivity. Internet connectivity is provided free of cost to staff, students, and stakeholders. Teachers and students surf websites and relevant

information for making teaching and learning effective and pleasant.

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

4.3.2 - Number of Computers

116

File Description	Documents
Upload any additional information	View File
List of Computers	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution   **A. ? 50MBPS**

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

3.91366

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

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

Hutatma Rajguru Mahavidyalaya, Rajgurunagar has designed policies and procedures for usage and maintenance of physical & academic facilities. These policies and procedures provide the basis for equitable allocation and efficient utilization of facilities based on the critical needs of educational, research, and administrative activities. This results in quality learning and working environment for students, faculty, and staff.

Policy for use of facilities:

The central coordination of facility allocation will ensure that a facility is used effectively and efficiently. This policy also provides a framework for the optimal use of physical assets as well as a regular review of the available space and needs. The allocation of space for usage is decided by the space allocation and usage committee.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

Government during the year

450

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

67

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

D. 1 of the above

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

00

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

00

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

3

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

180

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

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

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

1

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	<u>View File</u>
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<u>View File</u>

5.3 - Student Participation and Activities

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

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

1

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

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

As per the Maharashtra Universities Act, 1994, clause 40/4A the formation of Students' Council is mandatory for every affiliated college and recognized institution of Savitribai Phule Pune

University. A student' council is a group of students selected from the students of the college who work with advisors according to university laws. Student councils in colleges consist of members like the Principal / Director, one lecturer nominated by the principal, the teacher in charge of National Cadet Corps, National Service Scheme program officer, the director of sports and physical education and class representatives (CRs) of each class nominated on the basis of their academic performance in the previous year. One student from sports, one from National Service Scheme, one from National Cadet Corps, and one student from cultural activities are also nominated by the principal on the basis of their outstanding performance in their respective fields. The Students' council gives opportunities to students to develop leadership equality in them by organizing and carrying out different college activities.

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

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

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

5

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The Institution has an effectively developed network and collaboration with alumni through regular personal contacts. The institution website/email is a quick and proper channel for interaction. Former faculty members are invited to the functions. The alumni association of the college has been applied for the registration under section 18 of the Maharashtra Public Trust Act 1950. The alumni association is being registered in the name of "HUTATMA RAJGURU MAHAVIDYALAYA ALUMNI". The application regarding this registration has been submitted to concerned authorities. The composition of the alumni association consists of Chairman, Vice-Chairman, Secretary, Treasurer, and 11 Member Trustee. The alumni have contributed towards the development of the college. The alumni have donated a color printer and a cupboard to the faculty of commerce. The college organizes alumni Melva frequently. The registration of the alumni association is in the charity commission office is in progress.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Hutatma Rajguru Mahavidyalaya, run by Khed Taluka Shikshan Prasarak Mandal, is a living monument of Hutatma Shivram Hari Rajguru. Khed Taluka Shikshan Prasarak Mandal was founded to initiate the process of enlightenment through education in the most undeveloped villages of Khed Taluka.

Vision: Perceiving qualitative higher education as the medium of bridging the gap between the rapidly developing towns and the most

underdeveloped villages and the hamlets of Khed Taluka, we visualize inculcating skill-based and knowledge-based educational values to promote vocational competence, intellectual abilities, humanistic values, and social awareness by adopting changing concepts used in contemporary educational systems.

Mission: Our mission is to lead the socially and economically backward inhabitants of the hilly and tribal villages of Khed Taluka from the darkness of ignorance to the light of knowledge, wisdom, sagacity, and human values. Education is not perceived as an end in itself, but a means and device to achieve these objectives in the journey towards developing the best qualities of head, hand, and heart. Our aim is to provide the students with the best possible facilities to develop their communicative competence, vocational skills, and confidence to face the rapid changes and challenges of the time.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

The college has a College Development Committee (CDC) framed according to MaharashtraUniversity Act 2016. It acts as a link between the KTSP Mandal's management and the college. Meetingsof the CDC are held frequently to discuss matters related to college development, students, and facultydevelopment. IQAC has been established in the college and plays a vital role in the academic and administrativelevels. Before the commencement of each academic year, forty-five college committees are formedby IQAC under the guidance of the Principal to look after various types of activities.Representatives of the management, the Principal, faculty members, staff members, students,eminent personalities, and alumni are part of the committees. The college administration is decentralizedthrough the heads of the departments, faculty members, Committee chairman, members of the committees, Registrar, Office Superintendent, and the non-teaching staff. The role of each one is decided at the outset. For the participative decentralization and governance, the Principal has appointed the Vice-Principals, and Heads of the departments and provided administrative as well as academicautonomy and mobility for the effective governance.

Important committees comprise of teachers, and many committees include non-teaching staff andstudents as well.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File]()

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The IQAC discussed with the stakeholders made a perspective plan for the development of academic, administrative, and infrastructural facilities, and approval was taken from LMC (now CDC) and KTSP Mandal's management. The purpose of the plan was to strengthen the UG and PG courses. The committees related to academic and infrastructural development, teachers were the main contributors while in the issues associated with financial and administrative matters, members of the Management Committee were involved.

In the meeting related to perspective planning the following points were considered

1. To increase student intake capacity for existing courses and improve student enrollment.

2.To establish a well-structured feedback system on the curriculum.

3.To conduct extension activities with the help of a local community and other stakeholders through NSS and NCC.

4.To augment student support facilities.

5..NAAC Reaccreditation (cycle 3).

6.Qualitative and quantitative strengthening of existing programmes.

7..Effective and efficient use of computer applications in admission, administration, examination, and accounting processes.

8.To motivate faculty to use ICT in teaching and learning systems.

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

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

The college is governed by Khed Taluka Shikshan Prasarak Mandal and is permanently affiliated to the SPPU, Pune.

- **Administrative Setup:**

The organizational structure consists of the Parent body KTSPM with a governing body, governing council and coordination committee governed by the Chairman, Vice- Chairman, Hon. Secretary, and Joint Secretaries and Members. At the college level, the CDC is an apex body and acts a link between the Management and the College comprising of Office Bearers of the Management, the Principal, teacher representatives, non-teaching staff representatives and students' representatives.

Academic administration:

At departmental level, the organization includes Head of departments, faculty members and non-teaching staff. In the library, the organization includes Librarian, Assistant Librarian, Library clerks and library attendants. .

College Committees:

Various committees are constituted for the planning, preparation and execution of academic, administrative and extra-curricular activities.

Service Rules, Procedures, and Recruitment:

For the service conditions and rules, the college follows the rules and regulations laid down by SPPU, the UGC New Delhi and Government of Maharashtra.

Promotional policy of the college:

The promotional policy of the college is transparent and in accordance with the rules and regulations of the UGC, the Government of Maharashtra and the University.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	**Nil**
Upload any additional information	[View File](#)

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	[View File](#)
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	[View File](#)

6.3 - Faculty Empowerment Strategies

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

- **There are a number of welfare measures taken by the Institution for the benefit of teaching and nonteaching staff viz. GPF for grantable staff Investment of 10 % of basic pay with returns as per government rules.**
- **The GPF scheme is in practice for the teaching and non-teaching staff members of the non-aided courses. The management contributes towards this scheme.**
- **Defined contribution pension scheme for grantable staff joined the service after 01/11/2005.**
- **Medical claims facilitated through the Joint Director of**

Higher Education to Government of Maharashtra.
- Retirement pension as per government rules and regulations. Contributory pension for teaching and non-teaching staff.
- Gratuity funds
- Felicitation at the Annual Prize Distributions
- Duty Leave
- Study Leave
- Maternity leave for 180 days.
- Paternity leave for 15 days.
- Medical leave for 20 days
- Special Medical Leave (1 year)
- Half day leave for non-teaching staff
- Training Programmes for non- teaching.
- Sabbatical leaves /study leaves for pursuing higher studies.
- Uniform provided to the non-teaching staff
- Group Insurance for faculty and non-teaching staff
- Lectures organized under Staff Academy

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

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

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

00

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

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

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

`00`

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

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

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

`06`

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

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

The college has a Performance Based Appraisal System (PBAS) for the teaching staff following UGC regulations, 2010 and four amendments thereafter. Currently, the college follows the guidelines of UGC regulation, 2018. These Regulations may be called the University

Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2018. Every academic year IQAC collects the API-PBAS forms from all the faculty members. The performance appraisal is also used for Career Advancement Scheme.

Category I: Teaching, Learning, and Evaluation Related Activities Category: II: Professional Development, Co-curricular and Extension activities Category: III: Research and Academic Contributions. Confidential Report The management collects confidential report as well as teachers' information regarding

1. Teaching-Learning and evaluation
2. Curricular and extra-curricular activities, and
3. Research with comments Performance Appraisal System for non-teaching staff Confidential Report for Staff Other informal means Students suggestion box is another mechanism that is instrumental in collecting information about the level of satisfaction they get from the services provided by the staff. Their suggestions are also considered to decide the promotional issues and the aspect of transfer of the nonteaching staff from one department to another.

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

6.4 - Financial Management and Resource Mobilization

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

The Institution conducts internal and external financial audits regularly. Mechanism for internal Audit and External Audit is as follows. Internal Audit: Internal audit is a continuous process which follows after each and every financial transaction. The auditor is appointed by the management of Institution KTSP Mandal The audit takes place at two stages viz. receipt and payment. The receipts of the fees collected from the students are checked by the auditor. The official letters, official funds collected, and Bank statements are checked by the internal auditor. External Audit:

The external audit takes place annually after the completion of every financial year. The Chartered Accountant, who works as an auditor, is appointed by the KTSP Mandal.

The program goes on for 8 to 15 days during the month of May. The external auditor checks Accession records at three levels viz. 1) The checking of Accession record of the library. 2) All the purchase records & dead stock of the laboratories. 3) The dead stock and equipment of the gymkhana the nature of the payment is classified into 1) Revenue Expenditure 2) Capital Expenditure This is also checked by the auditor.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

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

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

00

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

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

The college is permanently affiliated to SPPU, Pune and follows the rules and regulations of Government of Maharashtra. The college mobilizes funds for its regular activities and development from different agencies and individuals. The mobilized fund is optimally used by the college. Sources of funds: Salary and non-salary grants from Government of Maharashtra. Fees collected from students in non-aided courses. Examination grants from SPPU, and financial assistance received under SC/ST/OBC and EBC scholarships from

government. Optimum utilization of financial resources: The Following system is adopted by the college for the optimal utilization of resources; The College invites requirements from all departments and accordingly prepares the budgetary plan.

The CDC of the institution approves it. Library services and Sports services are strengthened. Laboratories are augmented and IT infrastructure is increased. The purchase committee works on the details of the budgetary plan. The purchase committees sanction the budget by considering financial resources and needs of the departments and present it to the Principal and CDC. Fees received from students are used for development of the college, non-grant faculty and staff salaries, and are properly audited.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell is operational in the college as per the guidelines of the UGC and the NAAC. IQAC was constituted in college in 2003 to ensure clarity and emphasis in college functioning towards quality improvement through different strategies. The Principal and the IQAC forms various academic and administrative committees for the smooth functioning of the college. For the maintenance and enhancement of quality in teaching, learning, and evaluation College calendar committee and IQAC play a dynamic role. These committees, along with various workgroups confirm quality adherence and quality improvement. The academic calendar committee has a discussion with the heads of all departments, chairpersons of various committees for co-curricular and extracurricular activities, NSS, NCC, sports department, and the examination department to prepare a perspective plan for the forthcoming academic year. The plan is discussed in the meeting of the Internal Quality Assurance Cell. The copy of the academic calendar is provided to all concerned; including students and stakeholders. For any change in programs and events, the concerned department and committee have to seek prior permission of the principal. Everyone in the college has to follow and observe the timetable of the academic and other events.

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

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

The college reviews its teaching-learning process, structures, the methodologies of operations, and learning outcomes at periodic intervals through the IQAC. Following are the two examples of institutional reviews and implementation of teaching-learning reforms facilitated by the IQAC.

Structured feedback and Review of learning outcomes

Feedback is a vital part of the teaching-learning process. The analysis of the efficiency of teaching and learning is made through the stakeholder's feedback mechanism. It helps the teacher to know the learners responses to his or her teaching. Keeping this vision in the center, the IQAC has established, well-structured feedback systems. Student learning outcomes are appraised through class tests, assignments, class seminars, field projects, review of research papers/books, open-book tests, internal assessment tests, and university examinations. Teacher's Diary: Effective teaching concludes its success only if it is well planned. Hence, for the proper planning of teaching, each teacher is provided with an academic diary containing timetable, annual/semester wise teaching planning, workload, actual teaching units, syllabus completing summary, daily teaching plan and academic and administrative committee responsibilities and record of duty leave, casual leave and duty leave. Every teacher has to maintain an individual Teacher Diary to record the day to day teaching-learning activities regularly.

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

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.hrmrajgurunagar.ac.in/naac/naaq_meeting
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

We provide our utmost attention to the following aspects:

Safety and Security

Counseling

Common Room Facility

Safety and Security: Security personnel is appointed to keep watch on the campus round the clock. For the girls' hostels, the full-time warden is appointed.

CCTV Monitoring: CCTV cameras are installed on the college premises which provide 24 hrs surveillance in order to observe the ongoing activities.

Complaint Box: A complaint box is placed near the Principal's office

with the intention of gathering suggestions or any complaints from female staff and girl students of the campus regarding any abuse or harassment.

Grievance Redressal Committees: The college has committees to monitor and address safety, security, and issues like ragging or harassment.

Fire Safety Equipments: fire extinguishers are installed in the college.

Awareness Programs and Lectures/Special Talks: The college organizes seminars/special talks on a regular basis to imbibe social values such as gender equality, and gender sensitivity and to highlight social problems such as women's safety, dowry, women's health, and cybercrime and cybersecurity.

Counseling: The college provides academic, stress-related, and personal counseling and guidance to male and female students

Common Room: The college provides separate common rooms and washrooms for girls and boys.

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

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

C. Any 2 of the above

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

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

The waste generated on the campus is segregated as solid waste, liquid waste, and e-waste and it is disposed of accordingly.

Solid Waste Management

For the collection of solid waste, separate bins are kept. Dustbins for waste collection are placed at various places on the college campus. Used papers are given for recycling and the office staff is instructed to use both sides of the paper to avoid the waste created by papers. The waste paper is given to the authorized vendor for reuse and pulping.

Garbage is segregated into wet and dry bins and is disposed of by Rajgurunagar Municipal Council, Rajgurunagar Pune.

Liquid Waste Management

By using standard procedures, liquid waste is disposed off safely. Micro-level quantity of chemicals is used at PG, UG, and Research. to minimize the impact of chemicals Micro level glassware is used for such practicals.

E- Waste management: The refilling of toner cartridges for printers is outsourced, which enables their reuse and reduction of e-waste. It is sold to and approved by properly approved agencies/vendors for disposal or recycling.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks   A. Any 4 or all of the above

and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

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

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

C. Any 2 of the above

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

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

B. Any 3 of the above

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

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

Right from the inception of this college, the founder members of the institution have been trying to imbibe the spirit of tolerance and harmony in the students.

The institution is highly devoted to encouraging cultural harmony in

our students, faculty, staff, and visitors. The students are made aware of the multicultural dimensions of our country. The subjects related to contemporary social, economic, and cultural aspects are chosen.

We pay homage to the founder, chairman Sahebraoji Buttepatil on 3rd Jan. The prayers of all religions are sung on this occasion and a blood donation camp is also organized to mark this occasion.

Constitution Day is celebrated to sensitize the students about the constitution of India and to create awareness about the significance of social harmony. The staff and students take the pledge on Rashtriya Ekta Diwas to preserve the unity, integrity, and security of the nation. The College also organizes activities for linguistic harmony like 'Marathi Bhasha Gaurav Din' and International Women's Day. The following initiatives have been taken by the institute to contribute to the local community.

.1. Blood Donation Camp

2. Tree Plantation

3.Matdata Jagrukta Abhiyan

4.Swachh Bharat Abhiyan

5.AIDS Rally

6.Health check-up

7..Road safety awareness programme

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

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

- The college undertakes various activities, sensitizing constitutional values, duties, and responsibilities of the students and neighboring communities.

- The activities like Elocution, Rangoli, Street Play, and Slogans based on the theme of constitutional values are organized. The activities inculcates a spirit of constitutional values, rights, and responsibilities of the citizens.
- Reading of Preamble and Oath Ceremony.
- The Girls' Welfare committee organizes programmes for women regarding laws related to the rights of women.
- In collaboration with Taluka Election Authorities, the college undertakes a voters' awareness programme. The rally of students is organized. The drive for students' registration for the voter list is conducted. They are made aware of their right and responsibility to cast vote.
- At the time of admission, the students are made aware of the importance of maintaining law and order.
- The college has a code of conduct for students, which incorporates the constitutional values and responsibilities of students.
- The College organizes lectures on the Fundamental Rights, Duties, Values, and responsibilities of citizens.
- The issues related to the problems of consumers are expressed through the programms arranged on topics like the Consumer's Act, and the Rights of Consumers.Programmes were arranged on Voter's Day, International, and Yoga Day.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

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

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

The college organizes and celebrates various national and local festivals, for inculcating cultural integrity in the students. The following is the list to mention a few;

1. .Independence & Republic Day Celebration.

2. Raksha-Bandhan.

3. On 1st May, Maharashtra Din and Labour Day are observed every year.

4. Youth Week Celebration

5. National Yoga Day

6. Kranti Din

7. National Consumers Day

8. National Mathematics Day

9. Martyr's Day

10. National Science Day

11.National Sadvabana Divas

12. National Sports Day

13. Teachers' Day

14. Gandhi Jayanti

15. Rashtriya Ekta Divas

16. National Voters Day

International Commemorative Days

1. International Women's Day

2. World AIDS Day

3. International Yoga Day

The college observes Birth/Death anniversaries every year of the Indian national heroes such as;

Birth Anniversary of Mahatma Gandhi

Birth Anniversary of Pandit Nehru

Birth Anniversary of Dr. Babasaheb Ambedkar

Chhatrapati Shivaji Maharaj Jayanti

Birth Anniversary of Swami Vivekananda Birth

Anniversary of Kranti Joyti Savitribai Phule

Lokmanya Tilak,

Maulana Azad,

Rajmata Jijau Maasaheb,

Annabhau Sathe,

Lal Bahadur Shastri,

Indira Gandhi,

Ahilyabai Holkar

3rd January is the birth anniversary of the founder chairman Sahebraoji Buttepatil. We organize a blood donation camp on this occasion. We conduct all religions' prayer sessions to mark the

occasion.

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

7.2 - Best Practices

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

1- Best Practice 1 E- content -

In the corona period, e-content study material was developed by institute teachers. Various departments have created e-contents such as e notes, PPT, and pdf.

2. Use of zoom app for teaching -this year corona lockdown college teachers used the zoom app to teach online. Effectively used goggle classroom to provide study material to students, to give a test.

Best Practice No.2 Late. Sahebraoji Buttepatil Memorial Day

Goals:1) To greet the Late. Shri.Sahebraoji Buttpatil

2) To create a sense of social commitment among the students.

3) To create a sense of interfaith harmony among the students

Context:

HRM, Rajgurunagar celebrates the memorial day of the late Sahebraoji Buttpatil founder president of KTSPM on the 3rd of January every year, on this day various social programs were organized on the college campus. In the academic year 2020-21 the 20th memorial day of Late. Shri. Sahebraoji Buttpatil was celebrated on 3rd January 2021, on this day firstly Krida Jyoti brought from Saheb's residence was welcomed in the college after that Saheb statue was presented

with wreaths and paid homage to saheb by NCC students, and the audience.

Evidence of Success:1) A sense of social commitment is inculcated among the students.

Problems encountered:-

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Hutatma Rajguru Mahavidyalaya are awarded Scholarships annually to the orphan students as well as to the students who have done remarkable work in the field of academic quality and sports. The scholarship is given by Pawar Charitable Trust and Khed Taluka Shikshan Prasarak Mandal. In the academic year 2020-21, the college provided a total of Rs. 449500 to 67 students. Savitribai Phule Scholarship was distributed to 13 students and its amount was 91000. Sahebraoji Buttepatil Scholarship was distributed to 2 students by sanctioning Rs. 7500.

Shardabai Pawar Scholarship was distributed among 31 students. Its amount was Rs.210500. Dattatreya Walse Patil Scholarship was distributed among 21 students. Amount was 140500. It is given to needy, orphaned, destitute students as well as students who have excelled in academic as well as sports.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution ensures effective curriculum delivery through proper planning of academic activities, keeping in mind the lacunas in the previous year. In accordance with the Savitribai Phule Pune University, Pune, our institute prepares an academic calendar at the start of each academic year.The faculty-wise timetables are prepared and displayed on the notice board. The curriculum specifies the number of teaching hours required for each course. Every Department Head distributes the curricula during the departmental meeting to prepare individual timetables to ensure syllabi completion and successful curriculum delivery. Internal assessments, assignments, seminars, tutorial work, open-book tests, group discussions, field/industrial tours, project work,project submissions, and so on are carried out in accordance with the curriculum. These times tables are strictly followed. The stakeholders are invited to make suggestions for curriculum design, which are subsequently communicated to the board of studies for consideration. Extra classes are held to compensate for any loss in teaching hours, and the department head organizes a review meeting accordingly at the department level.Counseling is provided informally to slow learners. The activities of each department are planned in accordance with the academic calendar of the college and the department.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

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

Our college prepares the academic calendar in tune with that of affiliating university (Savitribai Phule Pune University) before the commencement of the academic year. It specifies dates of significant activities to ensure proper teaching-learning process and continuous evaluation. It consists of the dates for

admission, the first and the last days of the semester, list of holidays, submission of examination forms, practical examination schedule, timetables of home assignments, tests, tutorials, and internal assessment, dates of submission of internal marks, possible dates of university examinations and results. It also incorporates the schedule of curricular and co-curricular activities like guest lectures, and tentative dates of activities. It provides the concrete guidelines for the execution of continuous internal evaluation and reflects various student-centric activities channelizing opportunities for the students for exploring their desired paths. The entire timetable of the college is prepared by the committee and the same is displayed on the notice board. The heads of the departments prepare the academic calendar and a departmental timetable. The timetable of internal examinations is prepared by the College Examination Committee and the same is displayed well in advance on the student and staff notice boards.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://hrmrajgurunagar.ac.in/committee/Images/1633070214.pdf

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

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	[View File](#)

1.2 - Academic Flexibility

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

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

20

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

00

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

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

00

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

1.3 - Curriculum Enrichment

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

Our institution integrates societal cross-cutting issues like Professional Ethics, Gender Equality, Human Values, Environment and Sustainability into our prescribed syllabus which are inseparable part of our curriculum.

Gender Equality:

The college has a Women Grievance Cell and Grievance Redressal Cell to provide counselling to students, promote gender equity among students and deal with issues of safety and security of female students, and faculty.

Human Values and Professional Ethics:

To introduce human values and human rights, the course prescribed for the students of S. Y. B. A. Political Science contains Rights and Justice, Liberty and Equality, Democracy, Sovereignty. It creates awareness among the students about their inalienable fundamental rights. Introduction to Constitution is compulsory subject for second-year PG students. The course contains Human Values, Liberty, Equality, Ethics and Morals, Unity in Diversity, Human Rights and Rights of Women, and Children. For the students in Commerce faculty, courses like Business Ethics and Professional Values are taught at UG and PG.

Environment and Sustainability:

Environmental Awareness is a mandatory course for second-year degree students. The course presents a multidisciplinary nature and highlights renewable and non-renewable resources and the problems associated with the environment.

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

1.3.2 - Number of courses that include experiential learning through project work/field

work/internship during the year

11

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

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

949

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

1.4 - Feedback System

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

File Description	Documents
URL for stakeholder feedback report	http://hrmrajgurunagar.ac.in/committee/Images/1644035011.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://hrmrajgurunagar.ac.in/committee/Images/1644035011.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

3505

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

1076

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

As the students from various economic and social backgrounds seek admission to our college, it becomes important to identify the slow learners and the advanced learners at the entry-level. All the students do not have the same educational background. Special efforts become necessary to support the slow learners. Advanced learners also need scope and opportunities to grow further. At the commencement of the academic year, the college conducts counseling sessions or induction programmes for newly admitted students. The principal and the senior faculty members make students aware of the need of setting goals, career opportunities, code of conduct, classroom attendance, examination pattern, evaluation pattern, and the infrastructure facilities available in the college. The slow learners and advanced learners are identified at the entry-level with the help of their marks and achievement in the previous year's examination.

File Description	Documents
Paste link for additional information	http://hrmrajgurunagar.ac.in/iqac/Images/iqac_agar/1651675305.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
3505	**51**

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

For a better understanding of students, Hutatma Rajguru Mahavidyalaya consciously stimulates students participation in different activities. Our college has adopted different methods of experiential and participatory learning along with problem-solving methodologies to make sure active and energetic participation of students in the teaching-learning process. . The college has embraced various student-centric teaching, learning pedagogical methods for strengthening the learning levels of the students.

The teaching faculty of the college encourages experiential learning methods. The main objective of this method is to upgrade and expand an experimental learning approach amongst the students. Basically, natural science and social science departments like Chemistry, Botany, Zoology, Physics, Geography, and English have been using this method in the teaching-learning process to enhance the learning abilities of the students.

Participative learning is considered to be the major student-centric method. Our college focuses on the active participation of students in seminars, group discussions, debates, quizzes, field visits, industrial visits, surveys, research projects, and case studies.

Problem Solving Method: In order to develop and improve students' creativity, decision-making ability, critical thinking, and reasoning power, the college has adopted this method. Departments like Mathematics, Statistics, Physics, Chemistry, Economics, and English.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	http://hrmrajgurunagar.ac.in/iqac/Images/iqac_aqar/1651677572.pdf

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

Our college promotes ICT enabled tools and devices for delivering curriculum and extra-curriculum information to the students.The

following innovative steps have been taken to make teaching and learning more effective.

- The college facilitates effective use of PPT's, LCDs, e-books/journals, and modern instruments/equipment in the laboratories.
- The college provides computers/laptops, 50 Mbps internet connectivity, INFLIBNET, DELNET, Shodhganga, and other ICT facilities for effective teaching-learning.
- Department of English has initiated the use of the Language Laboratory for enhancing and enriching the English language competencies of the students.
- The college has developed a smart classroom facility for effective knowledge delivery to the students.
- Department of Chemistry uses Chem-draw ultra software for drawing structures of compounds. Department of Statistics uses R-software, Excel, and the Department of Mathematics has adopted software like Maxima, SCILAB, and C Programming for enhancing the learning abilities of the students.
- The college provides important links regarding learning materials on the college website.
- Most of the faculty members circulate study materials and notes using internet facilities to the respective students.
- Mobile Technology: Smartphones and Mobile apps such as Whats App are used by teachers to enhance verbal skills and visual learning.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

2.3.3.1 - Number of mentors

51

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	[View File](#)
Mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

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

51

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)

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

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

15

File Description	Documents
Any additional information	[View File](#)
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	[View File](#)

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

2.4.3.1 - Total experience of full-time teachers

540

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Due to the COVID-19 pandemic, all the internal assessment in the academic year 2020-21 was done via online mode. The continuous internal assessment for undergraduate and post graduate classes was done with various modes viz. tutorials, orals, group discussions, assignments, tests, and presentations. The term-end examination is conducted for the final year of the Commerce and Arts faculties. Question papers for the term-end examinations are set according to university guidelines. The marks out of 60 are converted into marks out of 20.

The calendar of the term-end examination is prepared and conveyed to the students. The minimum marks of passing and the rate of conversion is conveyed to the students along with the format of the question papers.

Due to COVID pandemic re-examination was organized by collegeand university respectively for internal and external examination for the students who are COVID affected and also for the students who are facing electricity or network issue.

For practical papers, journals are maintained and assessed strictly. For postgraduate classes internal assessment is conducted in the form of open-book tests, written tests, home assignments, seminars or presentations and project works.

File Description	Documents
Any additional information	View File
Link for additional information	http://hrmrajgurunagar.ac.in/iqac/Images/iqac_agar/1652200700.pdf

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

The examinations are conducted according to the guidelines of Savitribai Phule Pune University.

The redressal of the grievances is also based on the set norms of the university. The principal of college and the CEO of the college conduct the process with the help of the examination committee. The internal and external examinations take place according to the timetable prepared by the college and university. The redressal of the grievances related to university examination has a set pattern.

1. University provided the facility for students to register their grievances regarding online examination within 48 hours through their profile.
2. The mistakes on the hall tickets regarding the name or the subjects are sent to the University. The duly corrected hall tickets are provided to the students in time.
3. In case of the discrepancies related to marks, the prescribed forms are forwarded to the university with due remarks of the COE and the Xerox copies of the marks statements are also forwarded to the university.
4. The process is transparent and time-bound.
5. Grievances related to Internal Assessment: The grievances related to any error or mistake is resolved by the concerned subject teacher under the guidance of the Head of Department.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://hrmrajgurunagar.ac.in/iqac/Images/iqac_agar/1652200716.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The college has specified graduate attributes and learning objectives. To achieve these attributes Programme outcomes (POs), Programme specific outcomes (PSOs) for all academic programmes are specified by the Institute as per the guidelines of NAAC. The

following attributes are included in the POs. 1.Disciplinary knowledge 2.Lifelong learning 3.Universal Competencies 4.Attitude/Morals outcomes POs are classified according to the above criteria. PSOs statements focus on the specific knowledge of core subject.

POs and PSOs are designed to ensure complete and comprehensive learning about the program and coursesas these are critical for the future successful career of the student. The Course Outcomes (CO) are designed through curriculum mapping by identifying which courses,portions of the courses, or series of courses fulfil each PO and are in correlation with other courses andPOs. The COs were designed with the following criteria The course outcomes identify the minimum achievement required for success in the course. Based on the principles of Bloom's taxonomy. Expressed clearly and understood easily. Can be understood within the context of the discipline Indicate the kind of performance expected (either within the outcome or aligned with the criteria for assessment). Assessment of level of learning. Demonstrated thorough assessment.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	http://hrmrajgurunagar.ac.in/pco_pso.php
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The college has prepared the method of measuring program outcomes and course outcomes that eventually upgrade the education quality of the college and graduate outcomes. The learning outcomes and attainment are calculated by using direct and indirect methods.

Direct method: We prepare the expected learning outcomes of all the Programs and Courses. The set program outcomes, course outcomes, and program-specific outcomes are used to evaluate the respective outcomes. The program outcomes are calculated on the basis of set target levels. Each CO is mapped to PO to make a (CO-PO) matrix. The Attainment of course outcome is calculated by using the following formula;

- Attainment of Course at UG level: Attainment of Course =

80% (Attainment level in university examination) + 20% (Attainment level in internal examination).

- **Attainment of Course at PG level: Attainment, of Course, = 50% (Attainment level in university examination) + 50% (Attainment level in internal examination).**

The attainment level for course outcome is defined as follows:

- **Level 1: 40% of students scored more than the university average.**
- **Level 2: 50% of students scored more than the university average.**
- **Level 3: 60% of students scored more than the university average.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	http://hrmrajgurunagar.ac.in/pco_pso.php

2.6.3 - Pass percentage of Students during the year

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

1109

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	http://hrmrajgurunagar.ac.in/examination_annual_report_front.php

2.7 - Student Satisfaction Survey

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

http://hrmrajgurunagar.ac.in/iqac/Images/iqac_aqar/1651753627.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

6

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

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

00

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The college has established the Incubation Centre for undertaking theoretical and applied research. The faculty has sent their research proposals to various funding agencies for seeking financial assistance for research projects. 15 research articles have been published in UGC-listedjournals during A.Y. 20-21. Many faculties and some students have presented their papers in National and International conferences. Some of the faculty members have published books and also contributed in writing the chapters in the reference books. Seven faculty members have been approved as research guides. The cell supports innovative ideas and helps the students for putting their ideas into practice. Students participated in National and state level competitions and won first prize. The College published its annual magazine Dnyandeep in which students contributed their articles on various topics and issues. There are high-end instruments and equipments are available at the college. The college library has many research journals and reference books to facilitate and update the knowledge of research work. INFLIBNET, e-Books, manuscripts, etc, provided to the faculty for updating the recent developments in the relevant fields.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

00

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

1

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

26

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

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

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

7

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

3.4 - Extension Activities

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

There is a National Service Scheme (NSS) unit in the college actively working in order to instill a sense of social fulfillment among students.

Due to the Covid-19 pandemic situation, most of the activities were conducted through online mode.

1. **An online lecture on "My family My responsibility" was organized where the importance of family values was focused on and special tips were given to the students to overcome the emotional stress developing due to the pandemic situation.**
2. **On the occasion of the National Education day, an online lecture was organized for the students on the topic "Educational background of Maulana Abdul Kalam Azad and Conformity of Hindu-Muslim".**
3. **An awareness programme on Human rights was organized as part of Constitution Day jointly by the NSS unit and the Department of Political science.**
4. **A blood donation camp was organized in which 82 individuals, donated their blood, which was collected by the blood bank of the Sassoon Government Hospital, Pune.**
5. **As part of the National Youth Day celebrations, an online lecture was organized for the college students in which the participants were given awareness on the life of Swami Vivekananda and his contributions to our country.**

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

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

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

00

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	**No File Uploaded**

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

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

11

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

720

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

00

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

00

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has five wings A, B, C, D, E. These wings consist of very good classroom facilities, laboratories, library, staff rooms, and administrative blocks.

Wing A having commerce department with well-furnished computer laboratory

Wing B consists of well equipped and well-furnished laboratories of Chemistry, Physics, Botany, and Zoology

Wing C provides ample space for the qualitative enrichment of our Library (Knowledge Resource Center). The reading halls have a good capacity where 200 students can sit and study comfortably.

Wing D having space for administrative related work.

In the E wing, we have computer laboratories for B. Sc. Computer Science and BBA along with a well-equipped laboratory for Mathematics and Statistics.

Physical Facilities:

1. Well-furnished conference hall named as Vitthalraoji Buttepatil Sabhagruha.
2. Competitive examination guidance center along with well-maintained reading hall.
3. Departments for IQAC, Examination office, NCC, NSS, and Student welfare.
4. Separate laboratory for M. Sc. Organic Chemistry.

5. **Language laboratory:** To enrich the communicative abilities of the students with interactive language lab software, sponsored by DST-FIST.
6. Geography Laboratory
7. Well connected computer labs with 50Mbps bandwidth.
8. **Instrumentation Facility Centre:** To reinforce and inculcate research culture amongst the students and teachers having 6 advanced and sophisticated instruments.
9. Three smart classrooms

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://hrmrajgurunagar.ac.in/infrastructure_front.php

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

The college has been providing adequate infrastructure to the students interested in a career in sports activities and other students of the college. The college has well-furnished separate gymnasiums for boys and girls.

Gents Gym: College Physical Education and Sports department has a separate Gym for boys having an area of 530 sq. feet. The boys have facilities like a Multistation machine, Sealed leg press machine, Crossover pulley, Angled leg press cum hack machine, Shoulder cum chest press machine, Cycle, Dumbbells etc.

Ladies Gym:College Physical Education & Sports department has a separate gym for girls having an area of 380 sq.feet. The girls make use of seven station machine, Sit-ups bench withstand.

Indoor Facilities: - Chess/Boxing Hall, Office, Table Tennis Hall, Weight Lifting Hall

Outdoor Sports:- For outdoor sports, our college has the following playgrounds having the measurements specified for the following sports events; Kho- kho, Kabaddi, Volleyball, Basketball, Rope Mallakhamb.

Cultural Facilities:

Vitthalraoji Buttepatil Sabhagruh of our college provides ample space for the practice and performance of cultural activities such as dance, music, and drama.

Musical instruments such as Harmonium, Guitar, Tablas, and Casio etc. have been made available by the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://hrmrajgurunagar.ac.in/login/images/nacc_ssr_documents/1600946864.pdf

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

11

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://hrmrajgurunagar.ac.in/login/images/nacc_ssr_documents/1601006897.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

14.70

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	[View File](#)
Upload Details of budget allocation, excluding salary during the year (Data Template	[View File](#)

4.2 - Library as a Learning Resource

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

The library is the knowledge resource center of the college and is automated through an integrated Library Management System that is, Eduwon Software Version 1.0.0.0 developed by S.S.S.Computers, Lonavala,Pune having Proprietor Mr.Milind Ravindra Deshmukh.

The LMS has modules Viz.Book Master, Author Master, CD Master, Book Category Master, Compiler Master, Currency Master, Distributor Master, Editor Master, Language Master, Publication Master, etc.

This software provides the facility to create and view records of List of Books, subscription list, List of Issue and Return books, Vendor list, etc. The software has the facility to generate identity cards for students, according to the reference number of admission cards.

Records of books are generated as Type/category wise (Text, Reference or Other), Subject wise (Physics, Chemistry, Biology, History, Accounts, etc), accession number wise, Publication wise, Author wise, and Accession Number wise. Issue and return modules available in the software are used for issue, renewal, and overdue of books. Barcode labels are generated through a barcode Printer using the number of the book enter into the system.

Circulation of books done through the Barcode system and Web OPAC facility is made available to the users.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	http://hrmrajgurunagar.ac.in/library.php

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

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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

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

1.7420

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

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

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

6

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

As per the requirement of ICT for students, staff, and other users our college makes necessary arrangements of ICT infrastructure, The College makes provisions in its budget for augmentation of necessary physical facilities.

An expert technician has been appointed for the maintenance of hardware and ICT infrastructure of the campus. Computers, printers, and LCD projectors are provided to all the departments. Information and Communication Technology enables effective teaching, learning, and seeking information. It is of enormous use for imparting knowledge of all the subjects.

Many of our staff and students procure information as the source of references for their research work, presentation of papers, and preparing projects. Broadband internet facility is provided to all the departments. The campus is networked through LAN. The college has lease lines with 50MBPS connectivity. There is one broadband connection with 50 MBPS connectivity, provided by Royal Broadband internet service provider for internet connectivity. Internet connectivity is provided free of cost to staff, students, and stakeholders. Teachers and students surf websites and relevant information for making teaching and learning effective and pleasant.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

116

File Description	Documents
Upload any additional information	[View File](#)
List of Computers	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

3.91366

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

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

Hutatma Rajguru Mahavidyalaya, Rajgurunagar has designed policies and procedures for usage and maintenance of physical & academic facilities. These policies and procedures provide the basis for equitable allocation and efficient utilization of facilities based on the critical needs of educational, research, and

administrative activities. This results in quality learning and working environment for students, faculty, and staff.

Policy for use of facilities:

The central coordination of facility allocation will ensure that a facility is used effectively and efficiently. This policy also provides a framework for the optimal use of physical assets as well as a regular review of the available space and needs. The allocation of space for usage is decided by the space allocation and usage committee.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

450

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

67

File Description	Documents
Upload any additional information	[View File](#)
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	[View File](#)

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**D. 1 of the above**

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	[View File](#)
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

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

00

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

00

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

3

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

180

File Description	Documents
Upload supporting data for student/alumni	[View File](#)
Any additional information	**No File Uploaded**
Details of student progression to higher education	[View File](#)

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

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

1

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	[View File](#)
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	[View File](#)

5.3 - Student Participation and Activities

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

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

1

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

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

As per the Maharashtra Universities Act, 1994, clause 40/4A the formation of Students' Council is mandatory for every affiliated college and recognized institution of Savitribai Phule Pune University. A student' council is a group of students selected from the students of the college who work with advisors according to university laws. Student councils in colleges consist of members like the Principal / Director, one lecturer nominated by the principal, the teacher in charge of National Cadet Corps, National Service Scheme program officer, the director of sports and physical education and class representatives (CRs) of each class nominated on the basis of their academic performance in the previous year. One student from sports, one from National Service Scheme, one from National Cadet Corps, and one student from cultural activities are also nominated by the principal on the basis of their outstanding performance in their respective fields. The Students' council gives opportunities to students to develop leadership equality in them by organizing and carrying out different college activities.

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

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

5.3.3.1 - Number of sports and cultural events/competitions in which students of the

Institution participated during the year

5

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The Institution has an effectively developed network and collaboration with alumni through regular personal contacts. The institution website/email is a quick and proper channel for interaction. Former faculty members are invited to the functions. The alumni association of the college has been applied for the registration under section 18 of the Maharashtra Public Trust Act 1950. The alumni association is being registered in the name of "HUTATMA RAJGURU MAHAVIDYALAYA ALUMNI". The application regarding this registration has been submitted to concerned authorities. The composition of the alumni association consists of Chairman, Vice-Chairman, Secretary, Treasurer, and 11 Member Trustee. The alumni have contributed towards the development of the college. The alumni have donated a color printer and a cupboard to the faculty of commerce. The college organizes alumni Melva frequently. The registration of the alumni association is in the charity commission office is in progress.

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

5.4.2 - Alumni contribution during the year	E. <1Lakhs

(INR in Lakhs)

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Hutatma Rajguru Mahavidyalaya, run by Khed Taluka Shikshan Prasarak Mandal, is a living monument of Hutatma Shivram Hari Rajguru. Khed Taluka Shikshan Prasarak Mandal was founded to initiate the process of enlightenment through education in the most undeveloped villages of Khed Taluka.

Vision: Perceiving qualitative higher education as the medium of bridging the gap between the rapidly developing towns and the most underdeveloped villages and the hamlets of Khed Taluka, we visualize inculcating skill-based and knowledge-based educational values to promote vocational competence, intellectual abilities, humanistic values, and social awareness by adopting changing concepts used in contemporary educational systems.

Mission: Our mission is to lead the socially and economically backward inhabitants of the hilly and tribal villages of Khed Taluka from the darkness of ignorance to the light of knowledge, wisdom, sagacity, and human values. Education is not perceived as an end in itself, but a means and device to achieve these objectives in the journey towards developing the best qualities of head, hand, and heart. Our aim is to provide the students with the best possible facilities to develop their communicative competence, vocational skills, and confidence to face the rapid changes and challenges of the time.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

The college has a College Development Committee (CDC) framed according to MaharashtraUniversity Act 2016. It acts as a link between the KTSP Mandal's management and the college. Meetingsof the CDC are held frequently to discuss matters related to college development, students, and facultydevelopment. IQAC has been established in the college and plays a vital role in the academic and administrativelevels. Before the commencement of each academic year, forty-five college committees are formedby IQAC under the guidance of the Principal to look after various types of activities.Representatives of the management, the Principal, faculty members, staff members, students,eminent personalities, and alumni are part of the committees. The college administration is decentralizedthrough the heads of the departments, faculty members, Committee chairman, members of the committees, Registrar, Office Superintendent, and the non-teaching staff. The role of each one is decided at the outset. For the participative decentralization and governance, the Principal has appointed the Vice-Principals, and Heads of the departments and provided administrative as well as academicautonomy and mobility for the effective governance. Important committees comprise of teachers, and many committees include non-teaching staff andstudents as well.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The IQAC discussed with the stakeholders made a perspective plan for the development of academic, administrative, and infrastructural facilities, and approval was taken from LMC (now CDC) and KTSP Mandal's management. The purpose of the plan was to strengthen the UG and PG courses. The committees related to academic and infrastructural development, teachers were the main contributors while in the issues associated with financial and administrative matters, members of the Management Committee were involved.

In the meeting related to perspective planning the following points were considered

1. To increase student intake capacity for existing courses and improve student enrollment.

2.To establish a well-structured feedback system on the curriculum.

3.To conduct extension activities with the help of a local community and other stakeholders through NSS and NCC.

4.To augment student support facilities.

5..NAAC Reaccreditation (cycle 3).

6.Qualitative and quantitative strengthening of existing programmes.

7..Effective and efficient use of computer applications in admission, administration, examination, and accounting processes.

8.To motivate faculty to use ICT in teaching and learning systems.

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

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

The college is governed by Khed Taluka Shikshan Prasarak Mandal and is permanently affiliated to the SPPU, Pune.

- Administrative Setup:

The organizational structure consists of the Parent body KTSPM with a governing body, governing council and coordination committee governed by the Chairman, Vice- Chairman, Hon. Secretary, and Joint Secretaries and Members. At the college level, the CDC is an apex body and acts a link between the Management and the College comprising of Office Bearers of the Management, the Principal, teacher representatives, non-teaching

staff representatives and students' representatives.

Academic administration:

At departmental level, the organization includes Head of departments, faculty members and non-teaching staff. In the library, the organization includes Librarian, Assistant Librarian, Library clerks and library attendants. .

College Committees:

Various committees are constituted for the planning, preparation and execution of academic, administrative and extra-curricular activities.

Service Rules, Procedures, and Recruitment:

For the service conditions and rules, the college follows the rules and regulations laid down by SPPU, the UGC New Delhi and Government of Maharashtra.

Promotional policy of the college:

The promotional policy of the college is transparent and in accordance with the rules and regulations of the UGC, the Government of Maharashtra and the University.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	[View File](#)

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

- **There are a number of welfare measures taken by the Institution for the benefit of teaching and nonteaching staff viz. GPF for grantable staff Investment of 10 % of basic pay with returns as per government rules.**
- **The GPF scheme is in practice for the teaching and non-teaching staff members of the non-aided courses. The management contributes towards this scheme.**
- **Defined contribution pension scheme for grantable staff joined the service after 01/11/2005.**
- **Medical claims facilitated through the Joint Director of Higher Education to Government of Maharashtra.**
- **Retirement pension as per government rules and regulations. Contributory pension for teaching and non-teaching staff.**
- **Gratuity funds**
- **Felicitation at the Annual Prize Distributions**
- **Duty Leave**
- **Study Leave**
- **Maternity leave for 180 days.**
- **Paternity leave for 15 days.**
- **Medical leave for 20 days**
- **Special Medical Leave (1 year)**
- **Half day leave for non-teaching staff**
- **Training Programmes for non- teaching.**
- **Sabbatical leaves /study leaves for pursuing higher studies.**
- **Uniform provided to the non-teaching staff**
- **Group Insurance for faculty and non-teaching staff**
- **Lectures organized under Staff Academy**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

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

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

00

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

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

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

00

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

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

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

06

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

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

The college has a Performance Based Appraisal System (PBAS) for the teaching staff following UGC regulations, 2010 and four amendments thereafter. Currently, the college follows the guidelines of UGC regulation, 2018. These Regulations may be

called the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2018. Every academic year IQAC collects the API-PBAS forms from all the faculty members. The performance appraisal is also used for Career Advancement Scheme.

Category I: Teaching, Learning, and Evaluation Related Activities Category: II: Professional Development, Co-curricular and Extension activities Category: III: Research and Academic Contributions. Confidential Report The management collects confidential report as well as teachers' information regarding

1. Teaching-Learning and evaluation
2. Curricular and extra-curricular activities, and
3. Research with comments Performance Appraisal System for non-teaching staff Confidential Report for Staff Other informal means Students suggestion box is another mechanism that is instrumental in collecting information about the level of satisfaction they get from the services provided by the staff. Their suggestions are also considered to decide the promotional issues and the aspect of transfer of the nonteaching staff from one department to another.

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

6.4 - Financial Management and Resource Mobilization

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

The Institution conducts internal and external financial audits regularly. Mechanism for internal Audit and External Audit is as follows. Internal Audit: Internal audit is a continuous process which follows after each and every financial transaction. The auditor is appointed by the management of Institution KTSP Mandal The audit takes place at two stages viz. receipt and payment. The receipts of the fees collected from the students are checked by the auditor. The official letters, official funds collected, and Bank statements are checked by the internal auditor. External

Audit:

The external audit takes place annually after the completion of every financial year. The Chartered Accountant, who works as an auditor, is appointed by the KTSP Mandal.

The program goes on for 8 to 15 days during the month of May. The external auditor checks Accession records at three levels viz. 1) The checking of Accession record of the library. 2) All the purchase records & dead stock of the laboratories. 3) The dead stock and equipment of the gymkhana the nature of the payment is classified into 1) Revenue Expenditure 2) Capital Expenditure This is also checked by the auditor.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

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

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

00

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

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

The college is permanently affiliated to SPPU, Pune and follows the rules and regulations of Government of Maharashtra. The college mobilizes funds for its regular activities and development from different agencies and individuals. The mobilized fund is optimally used by the college. Sources of funds: Salary and non-salary grants from Government of

Maharashtra. Fees collected from students in non-aided courses. Examination grants from SPPU, and financial assistance received under SC/ST/OBC and EBC scholarships from government. Optimum utilization of financial resources: The Following system is adopted by the college for the optimal utilization of resources; The College invites requirements from all departments and accordingly prepares the budgetary plan.

The CDC of the institution approves it. Library services and Sports services are strengthened. Laboratories are augmented and IT infrastructure is increased. The purchase committee works on the details of the budgetary plan. The purchase committees sanction the budget by considering financial resources and needs of the departments and present it to the Principal and CDC. Fees received from students are used for development of the college, non-grant faculty and staff salaries, and are properly audited.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell is operational in the college as per the guidelines of the UGC and the NAAC. IQAC was constituted in college in 2003 to ensure clarity and emphasis in college functioning towards quality improvement through different strategies. The Principal and the IQAC forms various academic and administrative committees for the smooth functioning of the college. For the maintenance and enhancement of quality in teaching, learning, and evaluation College calendar committee and IQAC play a dynamic role. These committees, along with various workgroups confirm quality adherence and quality improvement. The academic calendar committee has a discussion with the heads of all departments, chairpersons of various committees for co-curricular and extracurricular activities, NSS, NCC, sports department, and the examination department to prepare a perspective plan for the forthcoming academic year. The plan is discussed in the meeting of the Internal Quality Assurance Cell. The copy of the academic calendar is provided to all concerned; including students and stakeholders. For any change in programs

and events, the concerned department and committee have to seek prior permission of the principal. Everyone in the college has to follow and observe the timetable of the academic and other events.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

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

The college reviews its teaching-learning process, structures, the methodologies of operations, and learning outcomes at periodic intervals through the IQAC. Following are the two examples of institutional reviews and implementation of teaching-learning reforms facilitated by the IQAC.

Structured feedback and Review of learning outcomes

Feedback is a vital part of the teaching-learning process. The analysis of the efficiency of teaching and learning is made through the stakeholder's feedback mechanism. It helps the teacher to know the learners responses to his or her teaching. Keeping this vision in the center, the IQAC has established, well-structured feedback systems. Student learning outcomes are appraised through class tests, assignments, class seminars, field projects,review of research papers/books, open-book tests, internal assessment tests, and university examinations. Teacher's Diary: Effective teaching concludes its success only if it is well planned. Hence, for the proper planning of teaching, each teacher is provided with an academic diary containing timetable, annual/semester wise teaching planning, workload, actual teaching units, syllabus completing summary, daily teaching plan and academic and administrative committee responsibilities and record of duty leave, casual leave and duty leave. Every teacher has to maintain an individual Teacher Diary to record the day to day teaching-learning activities regularly.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	https://www.hrmrajgurunagar.ac.in/naac/naaq_meeting
Upload e-copies of the accreditations and certifications	[View File](#)
Upload any additional information	[View File](#)
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File](#)

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

We provide our utmost attention to the following aspects:

Safety and Security

Counseling

Common Room Facility

Safety and Security: Security personnel is appointed to keep

watch on the campus round the clock. For the girls' hostels, the full-time warden is appointed.

CCTV Monitoring: CCTV cameras are installed on the college premises which provide 24 hrs surveillance in order to observe the ongoing activities.

Complaint Box: A complaint box is placed near the Principal's office with the intention of gathering suggestions or any complaints from female staff and girl students of the campus regarding any abuse or harassment.

Grievance Redressal Committees: The college has committees to monitor and address safety, security, and issues like ragging or harassment.

Fire Safety Equipments: fire extinguishers are installed in the college.

Awareness Programs and Lectures/Special Talks: The college organizes seminars/special talks on a regular basis to imbibe social values such as gender equality, and gender sensitivity and to highlight social problems such as women's safety, dowry, women's health, and cybercrime and cybersecurity.

Counseling: The college provides academic, stress-related, and personal counseling and guidance to male and female students

Common Room: The college provides separate common rooms and washrooms for girls and boys.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-	C. Any 2 of the above

based energy conservation Use of LED bulbs/ power efficient equipment

File Description	Documents
Geo tagged Photographs	[View File]()
Any other relevant information	**No File Uploaded**

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

The waste generated on the campus is segregated as solid waste, liquid waste, and e-waste and it is disposed of accordingly.

Solid Waste Management

For the collection of solid waste, separate bins are kept. Dustbins for waste collection are placed at various places on the college campus. Used papers are given for recycling and the office staff is instructed to use both sides of the paper to avoid the waste created by papers. The waste paper is given to the authorized vendor for reuse and pulping.

Garbage is segregated into wet and dry bins and is disposed of by Rajgurunagar Municipal Council, Rajgurunagar Pune.

Liquid Waste Management

By using standard procedures, liquid waste is disposed off safely. Micro-level quantity of chemicals is used at PG, UG, and Research. to minimize the impact of chemicals Micro level glassware is used for such practicals.

E- Waste management: The refilling of toner cartridges for printers is outsourced, which enables their reuse and reduction of e-waste. It is sold to and approved by properly approved agencies/vendors for disposal or recycling.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	**No File Uploaded**

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

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

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the

C. Any 2 of the above

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

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

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

B. Any 3 of the above

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

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

Right from the inception of this college, the founder members of the institution have been trying to imbibe the spirit of tolerance and harmony in the students.

The institution is highly devoted to encouraging cultural harmony in our students, faculty, staff, and visitors. The students are made aware of the multicultural dimensions of our country. The subjects related to contemporary social, economic, and cultural aspects are chosen.

We pay homage to the founder, chairman Sahebraoji Buttepatil on 3rd Jan. The prayers of all religions are sung on this occasion and a blood donation camp is also organized to mark this occasion.

Constitution Day is celebrated to sensitize the students about the constitution of India and to create awareness about the significance of social harmony. The staff and students take the pledge on Rashtriya Ekta Diwas to preserve the unity, integrity, and security of the nation. The College also organizes activities for linguistic harmony like 'Marathi Bhasha Gaurav Din' and International Women's Day. The following initiatives have been taken by the institute to contribute to the local community.

.1. Blood Donation Camp

2. Tree Plantation

3.Matdata Jagrukta Abhiyan

4.Swachh Bharat Abhiyan

5.AIDS Rally

6.Health check-up

7..Road safety awareness programme

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

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

- The college undertakes various activities, sensitizing constitutional values, duties, and responsibilities of the students and neighboring communities.
- The activities like Elocution, Rangoli, Street Play, and Slogans based on the theme of constitutional values are organized. The activities inculcates a spirit of constitutional values, rights, and responsibilities of the citizens.
- Reading of Preamble and Oath Ceremony.
- The Girls' Welfare committee organizes programmes for women regarding laws related to the rights of women.
- In collaboration with Taluka Election Authorities, the college undertakes a voters' awareness programme. The rally of students is organized. The drive for students' registration for the voter list is conducted. They are made aware of their right and responsibility to cast vote.
- At the time of admission, the students are made aware of the importance of maintaining law and order.
- The college has a code of conduct for students, which incorporates the constitutional values and responsibilities of students.
- The College organizes lectures on the Fundamental Rights, Duties, Values, and responsibilities of citizens.
- The issues related to the problems of consumers are expressed through the programms arranged on topics like the Consumer's Act, and the Rights of Consumers.Programmes were arranged on Voter's Day, International, and Yoga Day.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence	C. Any 2 of the above

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

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

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

The college organizes and celebrates various national and local festivals, for inculcating cultural integrity in the students. The following is the list to mention a few;

1. .Independence & Republic Day Celebration.

2. Raksha-Bandhan.

3. On 1st May, Maharashtra Din and Labour Day are observed every year.

4. Youth Week Celebration

5. National Yoga Day

6. Kranti Din

7. National Consumers Day

8. National Mathematics Day

9. Martyr's Day

10. National Science Day

11.National Sadvabana Divas

12. National Sports Day

13. Teachers' Day

14. Gandhi Jayanti

15. Rashtriya Ekta Divas

16. National Voters Day

International Commemorative Days

1.International Women's Day

2.World AIDS Day

3.International Yoga Day

The college observes Birth/Death anniversaries every year of the Indian national heroes such as;

Birth Anniversary of Mahatma Gandhi

Birth Anniversary of Pandit Nehru

Birth Anniversary of Dr. Babasaheb Ambedkar

Chhatrapati Shivaji Maharaj Jayanti

Birth Anniversary of Swami Vivekananda Birth

Anniversary of Kranti Joyti Savitribai Phule

Lokmanya Tilak,

Maulana Azad,

Rajmata Jijau Maasaheb,

Annabhau Sathe,

Lal Bahadur Shastri,

Indira Gandhi,

Ahilyabai Holkar

3rd January is the birth anniversary of the founder chairman Sahebraoji Buttepatil. We organize a blood donation camp on this occasion. We conduct all religions' prayer sessions to mark the occasion.

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

7.2 - Best Practices

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

1- Best Practice 1 E- content -

In the corona period, e-content study material was developed by institute teachers. Various departments have created e-contents such as e notes, PPT, and pdf.

2. Use of zoom app for teaching -this year corona lockdown college teachers used the zoom app to teach online. Effectively used goggle classroom to provide study material to students, to give a test.

Best Practice No.2 Late. Sahebraoji Buttepatil Memorial Day

Goals:1) To greet the Late. Shri.Sahebraoji Buttpatil

2) To create a sense of social commitment among the students.

3) To create a sense of interfaith harmony among the students

Context:

HRM, Rajgurunagar celebrates the memorial day of the late Sahebraoji Buttpatil founder president of KTSPM on the 3rd of January every year, on this day various social programs were organized on the college campus. In the academic year 2020-21 the 20th memorial day of Late. Shri. Sahebraoji Buttpatil was celebrated on 3rd January 2021, on this day firstly Krida Jyoti brought from Saheb's residence was welcomed in the college after that Saheb statue was presented with wreaths and paid homage to saheb by NCC students, and the audience.

Evidence of Success:1) A sense of social commitment is inculcated among the students.

Problems encountered:-

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Hutatma Rajguru Mahavidyalaya are awarded Scholarships annually to the orphan students as well as to the students who have done remarkable work in the field of academic quality and sports. The scholarship is given by Pawar Charitable Trust and Khed Taluka Shikshan Prasarak Mandal. In the academic year 2020-21, the college provided a total of Rs. 449500 to 67 students. Savitribai Phule Scholarship was distributed to 13 students and its amount was 91000. Sahebraoji Buttepatil Scholarship was distributed to 2 students by sanctioning Rs. 7500.

Shardabai Pawar Scholarship was distributed among 31 students. Its amount was Rs.210500. Dattatreya Walse Patil Scholarship was distributed among 21 students. Amount was 140500. It is given to needy, orphaned, destitute students as well as students who have excelled in academic as well as sports.

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

7.3.2 - Plan of action for the next academic year

1. To Face NAAC Peer Team of 3rd Cycle of NAAC

2. Submission of proposal to start Research Center in Chemistry and Marathi to SPPU Pune

3. To organize short term courses

4. To organize a workshop on Carrer Counseling

5. To publish research paper in UGC CARE/Scopus/Web of Science listed journal

6. Implementation of online teaching through Zoom App