



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

HUTATMA RAJGURU MAHAVIDYALAYA

**AT/POST RAJGURUNAGAR, TAL. KHED, DIST PUNE 410505
410505**

www.hrmrajgurunagar.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Hutatma Rajguru Mahavidyalaya is run by Khed Taluka Shikshan Prasarak Mandal. The college is a living monument of Hutatma Rajguru, the son of the soil. Khed Taluka Shikshan Mandal was incepted to initiate the process of enlightenment through education in the most underdeveloped villages and towns of this region. The institution aims at enabling students to avail themselves of the facilities of higher education. Before the establishment of K.T.S.P.Manddal in 1974, there were only primary and secondary schools and there was no institution to fulfill the needs of higher education.

Hutatma Rajguru Mahavidyalaya was established in 1977. Initially, it was run in Mahatma Gandhi Vidyalaya, Rajgurunagar. There were only science and commerce faculties. Despite several difficulties, science faculty was run by the institution, even at the earlier stage, to provide the students with career opportunities. Today the college is a multi-faculty college having Arts, Science and Commerce faculties with postgraduate courses in Commerce, Marathi, Economics, English, Political Science, and Organic Chemistry along with B.B.A., B.Sc. Computer Science and Functional English (Vocational) The strength of the students has risen up to 3381. The number of girls has also been increasing every year.

Since its inception, the college has been contributing to the development of this region. The promising careers of our students motivate us to create better infrastructure and perform better. The challenges of the future are always kept in mind and steps are taken to meet the challenges. We aim at the all-round development of our students. We have established good labs for science subjects. We have a commerce lab and a language lab also. Our gyms are well equipped. We pay attention to the cultural and intellectual interactions. We organize Hutatma Shivram Hari Intercollegiate Elocution Competition on the birth anniversary of Hutatma Rajguru. Since 2002, we have been organizing Sahebraoji Butte Patil Memorial Lecture Series to pay homage to the founder chairman. This lecture series is organized from 26th January to 1st February every year. We invite dignitaries who are known for their stupendous contribution to their respective fields and social commitment.

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.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Energetic, insightful, and resourceful management.
- Beautiful campus located near the industrial area.
- A good number of UG and PG Programs, with the Choice Based Credit System for all PG programs.
- Qualified staff actively involved in teaching-learning, research, and extension activities.
- Excellent student support facilities with Earn and Learn Scheme, Student Aid Fund, Hostel facilities for girls, NSS, NCC, and adequate sports facilities.
- Well ventilated and spacious classrooms.
- DST-FIST College Scheme for academic development.
- Library with a large collection of books, periodicals, and separate reading rooms for students and the staff.
- Well-equipped gymnasium for ladies and gents as well as facilities for various sports.
- Computers with internet connectivity, Wi-Fi and UGC N-List, Modern Teaching aids like LCD projectors, Smart classrooms, and Laptops.
- Greater average number of girls students than boys.
- The College conducted Green Audit, Energy Audit, Academic and Administrative Audit, ISO: 9001-2015 certification.

Institutional Weakness

- Progression to higher education suffers because most of the students are from economically weaker and agrarian sections of society who work and support their families during and immediately after graduation.
- The Alumni corpus is not as per the expectations.
- Lack of sufficient research output.
- Accommodation facility for boys students.
- Restriction on appointment of permanent staff by the government.

Institutional Opportunity

- To create competencies in rural students to enable them to face global challenges.
- To introduce more job oriented courses.
- To obtain corporate CSR funds for research and college development
- To create hostel facilities for boys.
- To endeavor hard for achieving excellent performance in sports, co-curricular, and extra-curricular activities.
- To create collaborations with neighboring industries and research organizations.
- To motivate students for NPTEL and UGC MOOC courses.

Institutional Challenge

- Globalization and Privatization of Higher Education.
- The students from the weaker socio-economic and rural background.
- Professional and P.G. courses are permanently self-financed.
- To achieve excellence in academics by involving masses from educationally weaker sections.
- Improvisation in the pedagogical use of ICT enabled teaching-learning.
- To motivate the faculty towards sustainable, purposeful, and socio-oriented research by getting research grants and claiming patents.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

- The college is permanently affiliated to Savitribai Phule Pune University, Pune, and has thoroughly followed the curricula prescribed by the University.
- The college offers 20 academic programmes, including 14 UG and 6 PG programs.
- All the six PG programmes and 12 UG programs follow the CBCS/elective curriculum.
- The college has introduced 03 new programs in UG, and one additional division at the PG level (M. Com).
- Introduction of 19 Short Term/Value added/Skill-Based/ UGC Career Oriented Courses to enhance graduate attributes and learning outcomes.
- Faculty representation as, BOS Membership and in curriculum development committees and other committees of the University and in various autonomous colleges.
- Preparation of the academic calendar, departmental meetings, allotment of workload, preparation of time tables, teacher's diary, daily lesson notes, use of ICT tools, field projects, on-the-job training, use of various academic software, feedback mechanism are some of the tools implemented by the college for effective curriculum delivery.
- 34.85% Students have undertaken field projects/internship/on-the-job training in the current academic year.
- IQAC conducts seminars/workshops/symposiums, guest lectures, faculty orientation programs for curriculum enrichment and enhancement.
- We aim at effective integration of cross-cutting issues relevant to Gender, Environment, Human Values, and Professional Ethics into the curriculum. Apart from the university curriculum, the college organizes various activities/programs such as a plastic-free campus, gender sensitivity programs, premarriage counseling, and health issues through NSS and NCC units.
- The structural feedback is collected from all the stakeholders on the curriculum it is then analyzed and discussed in the departmental meeting and communicated to BOS of the university for the improvement and further necessary action.

Teaching-learning and Evaluation

- College is a rural oriented one and students come from the neighboring villages.

- After admission, the college assesses the learning levels of the students through a diagnostic test and identifies advanced and slow learners.
- Advanced learners are encouraged to participate in the Avishkar Research Competition, MADHAVA Mathematics competition, Chemiad examinations.
- The special guidance scheme of S. P. Pune University, Pune, and remedial coaching offers opportunities for academic development to slow learners.
- Required services are existing for differently-abled students (Divyangja).
- Various student-centric learning methods and tools such as field projects, on-the-job training, survey method, role-playing, use of academic software, ICT enabled classrooms etc. for improving teaching-learning processes.
- The college sets the learning outcomes for all programmes and communicated to the teachers and students and uploaded them on the college website. Learning outcomes are assessed periodically.
- Encouragement to the teachers to procure higher qualifications.
- The college rigorously follows the academic calendar for conducting the Continuous Internal Evaluation (CIE) by conducting regular class tests, seminars, open-book tests, surprise tests, book reviews, home assignments.
- Learning outcomes are reflected in a high passing percentage of the students, and their success in NET/SET/GATE examination, and university merit ranking.
- The college has a transparent, time-bound, and efficient mechanism to deal with examination related grievances.
- The IQAC reviews the academic performance of each department.

Research, Innovations and Extension

- Five research projects funded by various funding agencies have been completed.
- Twelve teachers are recognized as research guides by the S. P. Pune University, Pune and fourteen scholars have completed Ph.D. under their guidance. The faculty have published 236 research papers in UGC notified journals, 152 research papers in conferences/seminars/workshops proceedings, and 78 books/chapters in various reputed publications.
- The college has conducted 26 workshops/seminars on Intellectual Property Rights (IPR) and Industry-Academia Innovations.
- The college has an anti-plagiarism Committee and the code of ethics for research. All our research guides use free access to Turnitin/Urkund anti-plagiarism software provided by S. P. Pune University, Pune.
- The college has received RS. 39, 50,000/- under DST-FIST Scheme.
- The college has NSS and NCC units through which we undertake extension activities in the neighborhood community and help in the holistic development of students and the vicinity. The NSS unit of the college has been awarded as “Best NSS Unit”, “Best Program Officer” and Best Student Welfare Officer” by Savitribai Phule Pune University, Pune for the 2016-17 academic year.
- The college has conducted extension and outreach programs in the collaboration with various stakeholders of society. The college has also participated in Swachh Bharat Abhiyan, AIDS Awareness, Blood Donation, Gender Issues etc.

Infrastructure and Learning Resources

- The college has excellent infrastructure and learning resources, including ICT enabled classrooms, a

seminar hall, fully equipped science laboratories, computer laboratories, language laboratories, commerce laboratory, and other support facilities.

- It also has the significant infrastructure required for sports activities like athletics, basketball, volleyball, badminton, yoga, table tennis, weightlifting, powerlifting, wrestling along with separate gyms for boys and girls.
- The Library is partially automated with the Integrated Library Management System (EDUWON ERP Software), which stocks a sufficient number of books in all disciplines, the collection of rare books, e-journals etc.
- The learning resources like INFLIBNET, e-journals, e-books, Databases, etc. are available in the library.
- The Budget for infrastructure, library, and other learning resources is earmarked annually based on the recommendations of respective committees constituted for upgrading, maintaining, and utilizing physical, academic, and support facilities.
- The college has appointed a technician who monitors the overall functioning of ICT resources.
- There are sufficient numbers of UPS units for ensuring power backup.
- The college maintains an adequate student computer ratio (14.56) with 50 Mbps bandwidth internet connections.
- The college has well-equipped Instrumentation Facility Center (IFC).

The college has established Annual Maintenance Contracts (AMC) with different vendors/ firms for maintaining physical, academic, and support facilities

Student Support and Progression

- The college has a well-established student support system for financial/scholarship assistance, capability enhancement /development, student progression, and alumni engagement.
- More than 16.52% of the students have benefitted by the scholarships and Freeships provided by the Government and Non-Government agencies.
- The college has provided Rs. 1.62 Lakhs/- for the needy and economically weaker students under the Student Aid Fund.
- **Earn and Learn Scheme** is functional in the college. In the last five years, the college has spent Rs. 9.23889 Lakhs/- under this scheme.
- The college has a healthy system to provide support to students for skill development, career counseling, competitive examination guidance, placement, and entrepreneurship development.
- The Placement Cell maintains a strong relationship with the industry and supports students in placements.
- Placement cell and skill development programs strengthen students' capabilities and encourage them to start their own ventures.
- Reading room facility, INFLIBNET, e-journals, NET/SET guidance is available for the students who show interest in acquiring higher education and appearing for competitive examinations. In the last five years, 80 students have qualified NET/SET/GATE and other competitive examinations.
- Students have the opportunity of representation on various college committees like IQAC, NSS, Library Committee, Gymkhana Committee, and Student Council.
- The students have received awards/medals in State/National/International level tournaments in various sports events.
- The students' Council is constituted as per the rules and regulations laid down by S.P. Pune University, Pune.

Governance, Leadership and Management

- The vision and mission of the college are in accordance with the national policies of higher education and are constructed on the basis of the principle that education is a means of development of the nation and social reformation.
- The college transforms its vision and mission through programs and activities such as NCC, NSS, Soft Skills Development Program, Welfare Schemes, Sports, Career Guidance, etc.
- The college stimulates a culture of decentralization and participative management through various academic and administrative committees.
- The Principal governs the college with the help of the committees like LMC/CDC, IQAC, and other committees.
- The college encourages the faculty to participate in Refresher, Orientation, and Faculty Development Programs and to complete their M. Phil. and Ph. D.
- Study leave and financial support grants are extended to the faculty for attending seminars, workshops, and conferences.
- The College has introduced e-governance in administration, finance, accounts, student admissions, and examinations.
- The institution has effective welfare measures for the teaching and non-teaching staff.
- The performance of the teaching and non-teaching staff is assessed through the Annual Performance Appraisal System.
- Seminars, conferences, workshops are organized regularly.
- Efforts are taken to get funds from UGC/DST/BCUD/ICSSR/consultancy etc.
- The accounts are audited regularly and strictly through the two-tier system.
- The IQAC undertakes quality sustenance and quality enhancement measures.

Institutional Values and Best Practices

- Every year the college organizes gender equality promotion programs, emphasizing women empowerment, self-protection, laws for women's, improvement of mental health, cyber law etc.
- For girls and boys, a separate common room facility is available on the campus. The girls' common rooms are provided with First Aid Box and Sanitary Napkin Vending Machine.
- The college has prepared a handbook of a code of conduct.
- About 40 % of the annual lighting power requirement is met through LED lamps.
- The college campus has a rainwater harvesting unit and vermicomposting units.
- For differently-abled students, the college has provided all basic amenities such as common rooms, restroom, Braille, ramps, wheelchair etc.
- The college strives hard towards implementing best practices such as the Promotion of Research and Green Campus Initiatives.
- The college conducts a green audit and energy audits.
- The college maintains complete transparency in its financial, academic, and auxiliary functions by a participative mechanism.
- The college makes available the physical infrastructure to carry out different social needs such as community welfare programs for the purpose of social development.
- The college organized activities such as Swachh Bharat Abhiyan, International Women's Day, Blood

donation camps etc. for the promotion of universal values, human values, and national integration.

NAAC

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	HUTATMA RAJGURU MAHAVIDYALAYA
Address	At/Post Rajgurunagar, Tal. Khed, Dist Pune 410505
City	Rajgurunagar
State	Maharashtra
Pin	410505
Website	www.hrmrajgurunagar.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Dr. H. M. Jare	02135-222099	9960536639	2135-222099	iqachrm@gmail.com
IQAC / CIQA coordinator	P. S. Kulkarni	02135-226799	9850658087	2135-226799	pramodskulkarni3@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	14-07-1977

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

State	University name	Document
Maharashtra	Savitribai Phule Pune University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	17-01-1984	View Document
12B of UGC	19-06-1993	View Document

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

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

Details of autonomy

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

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

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	At/Post Rajgurunagar, Tal. Khed, Dist Pune 410505	Semi-urban	3.1	11442.59

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BSc,Chemistry	36	H.S. C.	English	100	53
UG	BSc,Physics	36	H. S. C.	English	65	22
UG	BSc,Zoology	36	H. S. C.	English	65	28
UG	BSc,Botany	36	H. S. C.	English	65	15
UG	BSc,Mathematics	36	H. S. C.	English	65	24
UG	BCom,Commerce	36	H. S. C.	English,Marathi	648	640
UG	BA,Marathi	36	H. S. C.	Marathi	75	45
UG	BA,English	36	H. S. C.	English	75	25
UG	BA,Economics	36	H.S.C.	Marathi	75	52
UG	BA,Geography	36	H.S.C.	Marathi	75	43
UG	BA,Political Science	36	H.S.C.	Marathi	75	68
UG	BA,History	36	H. S.C.	Marathi	75	27
UG	BSc,B Sc Computer Science	36	H. S. C.	English	80	78
UG	BBA,B B A Computer Application	36	H. S. C.	English	80	69
UG	BA,Functional English	36	H. S. C.	English	30	19
PG	MSc,Organic Chemistry	24	B. Sc.	English	24	24

PG	MCom,M Com Commerce	24	B. Com.	English,Mar athi	120	118
PG	MA,M A Marathi	24	B. A.	Marathi	60	11
PG	MA,M A English	24	B. A.	English	60	17
PG	MA,M A Economics	24	B A	Marathi	60	21
PG	MA,M A Political Science	24	B. A.	Marathi	60	32

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	2				14				25			
Recruited	1	0	0	1	13	1	0	14	10	5	0	15
Yet to Recruit	1				0				10			
Sanctioned by the Management/Soci ety or Other Authorized Bodies	0				0				76			
Recruited	0	0	0	0	0	0	0	0	15	50	0	65
Yet to Recruit	0				0				11			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				62
Recruited	40	4	0	44
Yet to Recruit				18
Sanctioned by the Management/Society or Other Authorized Bodies				31
Recruited	20	11	0	31
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				2
Recruited	1	1	0	2
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	8	0	0	0	4	0	13
M.Phil.	0	0	0	3	0	0	1	0	0	4
PG	0	0	0	1	1	0	7	4	0	13

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	3	0	3
M.Phil.	0	0	0	0	0	0	1	6	0	7
PG	0	0	0	0	0	0	15	40	0	55

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

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		0	0	0

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Diploma	Male	450	0	0	0	450
	Female	600	0	0	0	600
	Others	0	0	0	0	0
PG	Male	170	0	0	0	170
	Female	220	0	0	0	220
	Others	0	0	0	0	0
UG	Male	1516	0	0	0	1516
	Female	1841	0	0	0	1841
	Others	0	0	0	0	0

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

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	112	113	85	79
	Female	108	122	105	103
	Others	0	0	0	0
ST	Male	135	151	128	127
	Female	114	124	104	104
	Others	0	0	0	0
OBC	Male	280	307	280	243
	Female	324	330	288	274
	Others	0	0	0	0
General	Male	1546	1390	1088	1048
	Female	1209	1512	1366	1255
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		3828	4049	3444	3233

Extended Profile

1 Program

1.1

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

2018-19	2017-18	2016-17	2015-16	2014-15
390	357	352	352	352
File Description		Document		
Institutional data prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
21	21	21	21	21

2 Students

2.1

Number of students year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3846	4049	3562	3233	3001
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

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

2018-19	2017-18	2016-17	2015-16	2014-15
1097	1160	973	941	941

File Description	Document
Institutional data in prescribed format	View Document

2.3

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

2018-19	2017-18	2016-17	2015-16	2014-15
1024	1009	899	759	768

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

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

2018-19	2017-18	2016-17	2015-16	2014-15
87	86	83	81	63

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
59	59	59	54	56

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 49

4.2

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

2018-19	2017-18	2016-17	2015-16	2014-15
125.47	94.58	96.76	80.26	57.14

4.3

Number of Computers

Response: 116

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4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

Every academic year, our institution prepares an academic calendar to facilitate the planning of the whole year in which the schedule for academic and co-curricular activities are stated. The schedule for examination, project submissions, internal tests, seminars, and other co-curricular and extracurricular activities are planned well in advance. These schedules are displayed on both departmental and college notice boards. At the outset of every academic year, faculty wise time tables are prepared and displayed on the notice board. These time tables are strictly followed. Once the work schedule is finalized, the teachers prepare individual teaching plans to carry out the process of teaching. Each faculty member maintains an academic diary. The attendance of the learners is observed and irregular students are warned well in advance. Heads of the departments monitor and ensure completion of the syllabus. The syllabus completion reports and attendance sheets are submitted to the principal at the end of the academic year. If there is any change in the syllabus, the institution deputed faculty members to attend the workshops based on syllabus framing organized by the concerned board of studies. Library resources are updated every year as per the requirements of the syllabi. Various departments organize excursions, industrial and field visits for a better understanding of the curriculum. Supportive ICT aids are provided in some of the departments to make teaching and learning more effective. Remedial coaching as well as counseling is provided informally to slow learners. Faculty members are encouraged to undertake minor and major research projects and to participate in seminar and conferences at various levels. They are also encouraged to publish research articles in reputed journals.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

Our institution adheres to the academic calendar prepared at the beginning of the academic year. The institute prepares the academic calendar in accordance with the academic calendar provided by SP Pune University. Our academic calendar contains the work schedule of the entire institution and the individual timetables of various departments. It consists of the dates for admission, the first and the last days of the term, 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. The timetable also incorporates the schedule of curricular and co-curricular activities like guest lectures, extension activities, industry interaction, tentative dates of activities like NCC, NSS, and Earn and Learn Scheme. Every department also prepares the academic calendar which includes quality improvement programmes along with a timetable of internal assessment. The academic calendar is uploaded on the website of the institute. It has been used for the enhancement of the students by planning co-curricular and extracurricular activities. The university also provides possible dates of cultural and sports activities. It also mentions the dates of Avishkar competition. It helps the students to participate in such events. The college, on the other hand, prepares the schedule of interclass sports and cultural activities. The introduction of a choice-based credit system makes it necessary for the students to know the timetable of continuous assessment. During this assessment period, the academic calendar was prepared every year and the academic functioning took place smoothly according to the calendar.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

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 last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

Response: B. Any 3 of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document
Any additional information	View Document

1.2 Academic Flexibility

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

Response: 95.24**1.2.1.1 Number of Programmes in which CBCS / Elective course system implemented.**

Response: 20

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years**Response:** 18**1.2.2.1 How many Add on /Certificate programs are added within the last 5 years.**

2018-19	2017-18	2016-17	2015-16	2014-15
12	4	0	0	2

File Description	Document
List of Add on /Certificate programs	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document
Any additional information	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years**Response:** 16.83**1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
2949	302	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

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

Response:

Various cross-cutting issues are well addressed and incorporated in the syllabus designed by the University, the courses selected by the college, and various activities organized by the college. The following cross-cutting issues are integrated with educational and extracurricular activities.

Environment and Sustainability in the curriculum

A course in Environment Awareness is compulsory for the second year UG students of all the programmes. The course introduces the students to its multidisciplinary nature and also emphasizes on the renewable and non-renewable resources and the problems associated with the environment. Lectures are conducted for the students as well as students have to prepare a project report. In science programmes the topic related to, Plant Biotechnology, Plant Ecology, Biodiversity, Environmental and Pollution Biology, Industrial Chemistry are introduced to give basic knowledge of the environment, pollution, and the effects of pollution. It informs students by providing solutions to safeguarding the environment through the Environment Protection Act, Wildlife Protection Act and Forest Conservation Act and aware the student about the conservation of nature, Wildlife management, and ecosystem.

Human Values and Professional Ethics in the curriculum

To introduce human values and human rights, there is a course in prescribed for the students of S. Y. B. A. Political Science in which students are taught about Rights and Justice, Liberty and Equality, Democracy, Sovereignty. The college has also introduced choice based credit courses at PG level like Human Rights in which students are taught about Human Values, Liberty, Equality, Ethics and Morals, Unity in Diversity, Human Rights and Rights of Women, and Children. In the course Introduction to Cyber Security / Information Security at the PG level, the students are taught about Cybercrime and Cyber terrorism, Security Laws, and Intellectual property rights. In addition to these, the college has also implemented a Human Rights course for students. For the students in Commerce faculty, courses like Business Ethics and Professional Values are taught at UG and PG level. The intended learning outcomes of these courses are to identify the concept of business ethics, professionalism, and values, and describe Indian Ethical Practices in marketing, advertising, and Employment. In addition to these courses, the college also organizes workshops on Human Values and Human rights for students and faculty.

Gender Sensitization

For gender sensitization, the college organizes programs like Pre-Marital Counseling' workshops, self-

defense training workshops, and Personality Development, Hemoglobin check-up camp, Rubella vaccination camp for girl students.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document
Any additional information	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 2.87

1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
11	11	11	11	11

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	View Document
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View Document
Any additional information	View Document

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 33.59

1.3.3.1 Number of students undertaking project work/field work / internships

Response: 1292

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	View Document
Any additional information	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni

Response: A. All of the above

File Description	Document
Any additional information (Upload)	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1. Feedback collected, analysed and action taken and feedback available on website
2. Feedback collected, analysed and action has been taken
3. Feedback collected and analysed
4. Feedback collected
5. Feedback not collected

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

File Description	Document
Upload any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 81.09

2.1.1.1 Number of students admitted year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1607	1896	1545	1490	1413

2.1.1.2 Number of sanctioned seats year wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2104	2224	1864	1804	1804

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 44.71

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

2018-19	2017-18	2016-17	2015-16	2014-15
442	518	446	494	379

File Description

Document

Average percentage of seats filled against seats reserved

[View Document](#)

Any additional information

[View Document](#)

2.2 Catering to Student Diversity

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

Response:

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.

Slow Learners

Special guidance Scheme initiated by SPPU is provided to the slow learners by organizing special lectures for the students of the first year.

Remedial lectures are regularly arranged for the slow learners of all the classes. Tutorials, question papers solutions, question banks extra reading material, and extra practice assignments are provided to the slow learners. They are encouraged to join skill-based courses organized by the college. During laboratory sessions, slow learners and advanced learners are incorporated in the same group which helps peer to peer learning. Counseling is regularly provided to slow learners.

The results of these efforts are positive. Many students enlisted as slow learners have passed their examinations successfully.

Advanced Learners

Advanced learners are identified on the basis of performance in the previous year examination, consistent progress and their interactions with teachers. These advanced learners are encouraged to participate in

- 1 Departmental Quiz competition
- 2 MPSC/ UPSC Examination Guidance
- 3 Chemiad Examination
- 4 Research projects
- 5 Seminars, Conferences, Seminars, and Workshops
- 6 Avishkar research competitions

7 MADHAVA examination for Mathematics

8 Science exhibitions

9 Visits to industries and research laboratories The college also gives some awards/cash prizes to the meritorious students in the annual prize distribution. These prizes inspire and motivate the students to perform better

10 Motivational lectures

The college also gives some awards/cash prizes to the meritorious students in the annual prize distribution. These prizes inspire and motivate the students to perform better.

- These efforts have resulted in better performance in university examinations.

- During the last five years, two students have been awarded the gold medals for their first rank in the respective examinations.

- The students have qualified SET/NET and other competitive examinations.

- Students have succeeded in Avishkar.

File Description	Document
Upload any additional information	View Document
Past link for additional Information	View Document

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

Response: 44:1

File Description	Document
Any additional information	View Document

2.3 Teaching- Learning Process

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

Response:

Teaching is effective when students actively participate in process of learning. Hutatma Rajguru Mahavidyalaya consciously stimulates students' participation to enhance understanding of the subjects.

The academic plan of the college is student-centric. Diverse methods of experiential and participatory learning, along with problem-solving methodologies, are executed to make sure that the students are energetic participants than passive listeners in the teaching-learning process. The college attempts to make teaching-learning as a two-way process and student-centric by encouraging the students to participate in the teaching-learning activities whole-heartedly. The college has embraced various student-centric teaching-learning and pedagogical methods for strengthening the learning levels of the students. In addition to regular classroom teaching, the teachers use experiential learning, problem-solving methodologies, role-playing activities, classroom seminars, group discussions, project works, survey methods, case study, field visits, field projects, review of books, and research papers.

Experiential learning: The teaching faculty of the college encourages experiential learning method. 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: This is the leading student-centric learning method, in which students actively participate in activities such as:

Class seminars

Group discussions

Participation in debates

Questioning method/Quiz method

Role-playing method/Acting out method

Drama/Mimes Field visits/Industrial visits/Survey.

Field /Industry visit Projects.

Research projects

The topics for M.Com Projects are Case studies on the given problems.

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

Outreach activities are offered to develop human values, ethics, and leadership qualities among the students such as:

NSS/ NCC camps

Skill-Based Courses/Value Added Courses

Yoga and Karate courses for physical and mental health

Entrepreneurship development programmes

Cultural events

Personality and soft skill development programme.

The college gives priority to the holistic development of the students through co-curricular, extra-curricular, and field-based activities. In order to pursue an interest in their field of specialization, students' forums and committees are functional. Some of the committees like the Cultural Committee, Sports Committee, Library Committee, and are having student representations and participation.

File Description	Document
Upload any additional information	View Document
Link for additional information	View Document

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

ICT enabled tools play a pivotal role in imparting various skills to the students. The use of ICT enabled devices, e-learning resources, are promoted by the college in order to make the teaching-learning process more effective and student-centric. All the departments in the college have taken initiatives in making the teaching-learning process student-centric and proactive. The following innovative steps have been taken to make teaching and learning more effective.

The college facilitates effective use of PPT's, LCDs, ebooks/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.

The Departments of Geography, Economics, Botany, Chemistry, and English organize field visits/projects/surveys for their respective students for promoting participative learning.

The IQAC of the college organizes workshops/ seminars on e-resources, ICT based teaching, learning, and innovative strategies in teaching-learning processes.

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 to have 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 WhatsApp are used by teachers to enhance verbal skills and visual learning.

Google Classroom: Google Classroom, are used by the teachers to create and distribute assignments, communicate, share ideas, and resources with one another and stay organized.

File Description	Document
Upload any additional information	View Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View Document

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

Response: 44:1

2.3.3.1 Number of mentors

Response: 87

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

2.4 Teacher Profile and Quality

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

Response: 139.28

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 20.51

2.4.2.1 Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
17	17	15	16	16

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	View Document
Any additional information	View Document

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

Response: 7.63

2.4.3.1 Total experience of full-time teachers

Response: 663.75

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

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

The Mechanism of internal assessment is according to the university norms. It is robust and transparent. Along with the tutorials, orals, group discussions, and presentation, term and examination are conducted for the internal assessment for undergraduate classes of Commerce and Arts faculties. The first-year of science wing also has an internal assessment. Written tests are given to these students. 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. An annual or external examination is conducted by the university. It consists of 80 marks. The calendar of the term-end examination is prepared and conveyed to the students. Minimum marks of passing and the rate of conversion is conveyed to the students along with the format of the question papers.

The term-end examination is conducted strictly. The time table for drawing the question papers, actual examination, and the dates of submission of marks statements are prepared and displayed on the notice board for the students as well as teachers. The examination is conducted by the Department of Examination as per the norms of the university. Students taking part in university, state, national level sports activities are allowed to appear for re-examination. The examination seat no is also given by the examination department. Junior and Senior supervisors are appointed. The internal vigilance committee is also appointed to forbid malpractices. The frequency of internal assessment is strictly according to guidelines given by the university for continuous internal evaluation.

For S.Y.B.Sc. and T.Y.B.Sc internal examination consists of 10 marks for each subject. Both of these classes have a semester system. 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. In both UG and PG Classes the record of internal assessment is submitted to the examination section and to the university in the given format. For P.G. classes the internal assessment has 50% weightage.

The question papers are set to know if the students have acquired the minimum expected knowledge of the subjects.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

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

Response:

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 at the beginning of the term, semester or year. The redressal of the grievances related to university examination has a set pattern.

1. The mistakes on the hall tickets regarding the name or the subjects are sent to the University by the controller of examination of college. The duly corrected hall tickets are provided to the students in time
2. 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. Students can apply for re-verification. They can also ask for the Xerox copy of his answer books. The result of the re-verification is disclosed in stipulated time by the university. Corrected mark sheets are provided to the students.
3. The query regarding the questions in the question paper is immediately reported to the concerned authorities of the University for further action. The decision is conveyed to the student.
4. The first year examination is conducted according to the norms of the university. The papers are assessed in the college itself. The COE of the college conducts the Central Assessment Programme. The concerned teachers assess the papers in the CAP. The answer books are masked properly. The grievances of the students are resolved by COE according to the guidelines of the university.
5. Students having doubts submit their applications to the CEO of the college. They can apply for reevaluation or Xerox copy of answer books.
6. The COE appoints an examiner other than the teacher who has assessed the paper. A variation is conveyed to the students according to the guidelines of the university.
7. Corrected mark -lists are provided to concerned students.
8. The process is transparent and time-bound
9. 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. The errors or mistakes in mark-lists are corrected as per the guidelines of COE of the college.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

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.

Response:

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 POs are associated with the learning objectives. 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 courses as 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 and POs.

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.
- Supported through teaching and learning activity.

While designing COs, knowledge domains, i.e. cognitive domain, affective domain, and psychomotor skills were considered. While designing PO, PSO, and CO, workshops and guest lectures were arranged for teachers by IQAC.

Group discussions were arranged among teachers. Documents on Bloom's Taxonomy were provided to the teachers.

For each programme, PO/PSO and CO are designed through the following process steps:

The Head of Department (HOD) consulted faculty and prepared the draft version of the PSO and POs

with the help of teachers, which are in line with Graduate Attributes and Vision, Mission of the Institute and department.

Views of alumni, employers are taken by heads and teachers.

HOD and department faculty analyzed and expressed their opinion on the revised PSOs and POs.

The process was continuously monitored by the Outcome Based Education Committee and finally was appropriated by IQAC.

Mechanism of communication:

POs, PSOs, COs are displayed for all stakeholders at the following locations:

Institutes' website

Google classroom

HOD cabins

Notice Boards

Department laboratories

The students are cognizant that they should acquaint themselves with the Course Objectives and Outcomes for their program as the teaching and exam methodology will be an incompatibility with the desired outcomes.

Further, every course teacher discusses expected CO with students in the first session plan at the beginning of each semester.

POs, PSOs, and COs are a mandatory part, of the course file prepared by the course teacher.

Handbook of CO-PO assessment tools and attainment guidelines are made available online for use of all faculty and staff.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	View Document
Upload any additional information	View Document
Past link for Additional information	View Document

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

Response:

The college has prepared the method of measuring program outcomes and course outcomes that eventually upgrades 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 of COs is evaluated using students' internal evaluation marks and marks obtained in University examination. Assessment-COs matrix is prepared for each course.

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.

For the calculation of PO's the average attainment values of all courses are considered. The attainment of program outcome is calculated by using the following formula;

Attainment of program outcome at UG level= 80% (Average attainment by the university examination) + 20% (Average attainment by internal examination).

Attainment of program outcome at PG level = 50% (Average attainment by the university examination) + 50% (Average attainment by internal examination).

The attainment level for program outcome (POs) is defined as follows:

Program outcome Level	Target Attainment Level
Level 1	0.5-1.0
Level 2	1.0-1.5
Level 3	1.5-2.0

Level 4	2.0-2.5
Level 5	2.5-3.0
File Description	Document
Upload any additional information	View Document
Paste link for Additional information	View Document

2.6.3 Average pass percentage of Students during last five years

Response: 66.74

2.6.3.1 Number of final year students who passed the university examination year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
689	674	651	475	479

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1014	1009	899	759	749

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View Document
Upload any additional information	View Document
Paste link for the annual report	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.18

File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document

NAAC

Criterion 3 - 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, Chairs in the institution during the last five years (INR in Lakhs)

Response: 11.9

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
8	3.9	00	00	00

File Description

Document

List of endowments / projects with details of grants

[View Document](#)

e-copies of the grant award letters for sponsored research projects / endowments

[View Document](#)

Any additional information

[View Document](#)

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

Response: 12.64

3.1.2.1 Number of teachers recognized as research guides

Response: 11

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 7.14

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

2018-19	2017-18	2016-17	2015-16	2014-15
1	2	0	1	1

3.1.3.2 Number of departments offering academic programmes

2018-19	2017-18	2016-17	2015-16	2014-15
14	14	14	14	14

File Description	Document
Supporting document from Funding Agency	View Document
List of research projects and funding details	View Document
Any additional information	View Document
Paste link to funding agency website	View Document

3.2 Innovation Ecosystem

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

Response:

The college has started the Incubation Centre to work for the overall development of the students. The institute provides a platform for excellence in the field of education, innovation, and research.

The college has taken several initiatives to generate an interest in the research and to transmission of knowledge among students and faculties. Few faculty members have written and published books. Some of the faculty members have also contributed in writing the chapters in the reference books. Many articles of our teachers have been published in the research journal. These publications on various subjects and topics showed quite valuable for the students. Students of the college are encouraged to participate in research activities like Avishkar and Inspire Project. The college has constituted various associations and forums like, science association, arts circle, Marathi Wadmaya Mandal, and commerce association. These associations undertake different activities throughout the year to develop the knowledge base of the students. The College publishes its annual magazine Dnyandeep in which students contribute their articles on various topics and issues. Dnyandeep delivers a podium for students to express their thoughts and creations.

Research Committee:

The college has set up a 'Research Committee' to create research culture among faculty members and students. Ten faculty members have been approved as research guides. During the last five years, teachers published 237 Research articles in UGC notified journals, 153 research papers presented in seminars/conferences, and 76 books/chapters in various publications. The college has organized 26 Seminars/Conferences/ Workshops in the last five years. The college has established various linkages and two MoUs for research, on-the-job training, and field projects. The Department of Economics has initiated the transfer of knowledge to the students by publishing their creations in own journal 'Arthparv'. It is published once in a year.

Research Facilities:

There are high-end instruments and equipment including Infra-Red, UV visible spectrophotometer, Microtome, cooling centrifuge, Laminar airflow hoods, Incubator Shakers, Rotary Vacuum Evaporator, Trinocular inverted Microscope, Gel electrophoresis systems are available at the college. Hands-on -training is provided to students to use the instruments and equipment. 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.

Innovation and incubation center:

Workshop on Intellectual Property Rights and Short term course on 'Research Methodology' were conducted under the IPR cell. The college has introduced 19 Short-Term courses for creating placement opportunities and entrepreneurship development etc.

Placement Cell:

The college has a well-functioning placement cell that organizes activities like Placement drives, lectures on placement opportunities and entrepreneurship development etc. for the student training and placement.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response: 11

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

2018-19	2017-18	2016-17	2015-16	2014-15
2	5	1	2	1

File Description	Document
Report of the event	View Document
List of workshops/seminars during last 5 years	View Document
Any additional information	View Document

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years	
Response: 0.83	
3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years	
Response: 10	
3.3.1.2 Number of teachers recognized as guides during the last five years	
Response: 12	
File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
Any additional information	View Document
URL to the research page on HEI website	View Document

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years				
Response: 0.76				
3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.				
2018-19	2017-18	2016-17	2015-16	2014-15
50	5	2	3	1

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

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

Response: 1.28

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 last five years

2018-19	2017-18	2016-17	2015-16	2014-15
14	10	26	37	15

File Description	Document
List books and chapters edited volumes/ books published	View Document
Any additional information	View Document

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 last five years.

Response:

The college has undertaken various activities in the neighbourhood community to sensitize students to social and holistic development.

The students of our college actively participated in social activities organized by the National Service Scheme, Board of Student Development(formerly known as Students Welfare Cell), and National Cadet Corps, other committees and various departments.

- Forest Conservation camp was organized in Bhimashankar Sanctuary, where the students cleaned up waste, garbage created by tourists. The students planted seeds of some indigenous plants for the conservation of the biodiversity.
- Our NSS unit consists of 350 students. Every year NSS organizes seven days camp in a nearby village and takes up cleanliness, village survey and other constructive works. During the last five years, the NSS camps were organized in Kharpudi and Bahirwadi villages.

- Our students participated in Namami Chandrabhage - a project of The Government of Maharashtra. It was related to the cleaning the river Bhima which is also called Chandrabhaga.
- Cleaning of historical places such as Hutatma Rajguru's Birth Palace.
- Security of women is becoming a more serious problem in society. Against this background Girl students are given the training for self-defence under 'Jagar Janiv Abhiyan'.
- On the world, food security day grains were distributed to poor people.
- Our students created awareness by organizing street plays, displaying posters on 'Beti Bachao-Beti Padhao', eradication of superstitions, the problem of illiteracy, 'Nirbhay Kanya Abhiyan' and other contemporary social issues.
- The college also organized programmes on cybersecurity, cybercrime, GST, demonetization, human rights, voter awareness programme, soil and water testing, distribution of cloth bags.
- To develop a holistic approach the students and faculty visited the Orphanage school and donated sports material to the Govt. School. Our teaching faculty extended their service to Schools to teach Mathematics, Physics and Chemistry.
- The faculty and students respond with sensitivity to natural calamities by contributing to a relief fund.
- Employment supporting and generating programme such as Mobile repairing, Diwali lamp making, jewellery designing courses are organized for the students.
- NSS unit of the college organizes tree plantation, plastic eradication, AIDS awareness, Road safety rally, helmet awareness, new voter registration, Disaster management programme.
- Voter awareness and new voter registration campaign were organized in which students actively participated in the rally and the street play.
- Health and hygiene awareness was carried out by organizing haemoglobin check-up camp, blood donation camp, lectures on cancer, tuberculosis, AIDS.
- River water pollution is a major problem to overcome. Our students presented a street play on such problems to create awareness about water pollution of the Bhima River.
- The student of NSS and staff worked with farmers and helped them for rice cultivation.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description	Document
Number of awards for extension activities in last 5 year	View Document
e-copy of the award letters	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

Response: 85

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

2018-19	2017-18	2016-17	2015-16	2014-15
25	14	13	20	13

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document
Any additional information	View Document

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 60.26

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 last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2817	3348	1400	1835	1479

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document
Any additional information	View Document

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
e-copies of related Document	View Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	View Document
Any additional information	View Document

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 2

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

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	1	0	0

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document
Any additional information	View Document

NAAC

Criterion 4 - 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.

Response:

Our college has developed proper infrastructure facilities to cater to the needs of students from various faculties. The college has adequate classrooms, laboratories, and library facilities along with an ample number of computers to support teaching and learning.

The college has five wings A, B, C, D, E. These wings consist of very good classroom facilities, laboratories, libraries, staff rooms, and administrative blocks. We have three smart classrooms. We have a well-furnished conference hall named as Vitthalraoji Buttepatil Sabhagraha. We focus on the optimal utilization of all these facilities. The number of classrooms and laboratories are adequate to fulfill the academic needs of our students. We also have a well supported competitive examination guidance center along with well-maintained reading halls. The institute regularly augments these facilities to match the growing number of students. We have separate departments and rooms for various activities such as IQAC, Examination office, NCC, NSS, and Student welfare.

Wing B consists of well equipped and well-furnished laboratories of Chemistry, Physics, Botany, and Zoology. We have developed a separate laboratory for M. Sc. Organic Chemistry. 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. Our commerce department has a well-furnished computer laboratory in Wing A. We have also developed a Language laboratory. The Department of Geography has a well equipped Laboratory. In addition to the regular curriculum, students are encouraged to pursue their study/project work in the emerging areas of research.

Library:(Knowledge Resource Center)

Ample space has been provided to ensure the qualitative enrichment of our Library. The library has a collection of 19782 reference books and textbooks 36739, 68 Journals. The reading halls have a good capacity where 200 students can sit and study comfortably. The library provides INFLIBNET, Turnitin/Urkund anti-plagiarism software, and computers with internet facilities for students and teachers.

Instrumentation Facility Centre:

To reinforce and inculcate research culture amongst the students and teachers, the college has 6 advanced and sophisticated instruments in the DST-FIST sponsored Instrumentation Facility Center.

Language Laboratory:

For enriching the communicative abilities of the students the college has made available a Language Laboratory with interactive language lab software.

Computing Equipments:

The college has 302 computers in all the departments for day-to-day use for the students and the faculty. All the departments and computer labs are connected with 50Mbps bandwidth. Computer labs, language lab, networking centers, various software, and tools are available for facilitating the teaching and learning process.

Detail of Infrastructure facilities

Sr. No.	Description	Number
1	Academic Building Blocks	6
2	Classrooms	50
3	Computer laboratories	5
4	Other laboratories	6
5	Language laboratories	1
6	ICT enabled classrooms	3
7	Library	1
8	Reading Hall	2
9	Auditorium	1
10	Computers	302
11	Printers with scanner and Xerox facility	9
12	Photocopy Machine	5
13	Scanner	4

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

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. The college provides good facilities for indoor as well as outdoor games. Our students participate in Inter-collegiate, Inter-zonal, Inter-university, All India Inter-University, State, and National level competitions.

Special coaching is provided to the students taking part in University, State, and National level sports competitions. Our students represent the College in various games like Badminton, Chess, Cross Country, Shooting, Swimming, Ball Badminton, Basketball, Wrestling, Kabaddi, Handball, Volleyball, Boxing, Power Lifting, Weight Lifting, Athletics, Kho-Kho, Archery, Fencing, Table Tennis, Korfball, Netball,

Cricket, and Cycling. The college has well-maintained playgrounds for coaching, practice, and actual organization of competitions for many of the above-mentioned sports.

The sports and gymnasium facilities made available to the sports personnel are as follows:

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

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.

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. We use the remaining multipurpose ground for Handball, Korfbal, Netball, Athletics, Archery, and Ball badminton. Our students utilize all these facilities to shape their career in sports. Their efforts have resulted in some successful stories of achievements. Our college has won various individual and team sports competitions. The girls and boys have won Netball, Shooting, Table Tennis, Chess, Netball, Powerlifting, Cross-country and Weight lifting competitions.

The participants in various sports activities are encouraged by offering Scholarships, Prizes, Certificates, Tracksuits.

Cultural Facilities:

Students from our college participate regularly in cultural festivals such as Bhimashankar Karandak, Youth Festival, and competitions held at various places. The college arranges cultural activities and programs for the guests participating in various seminars. Musical instruments such as Harmonium, Guitar, Tablas, and Casio etc. have been made available by the college. Vitthalraoji Buttepatil Sabhagruh of our college provides ample space for the practice and performance of cultural activities such as dance, music, and drama. These facilities and proper guidance by the authorities help the students improve their performance in various competitions. Our efforts inculcate cultural values in our students. They are encouraged to participate in various cultural programs and activities organized by our college and other institutions.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**Response:** 22.45**4.1.3.1 Number of classrooms and seminar halls with ICT facilities****Response:** 11

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**Response:** 143.25**4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2018-19	2017-18	2016-17	2015-16	2014-15
13.22903	38.48088	47.78807	30.84538	74.67680

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	View Document
Upload audited utilization statements	View Document
Upload any additional information	View Document

4.2 Library as a Learning Resource**4.2.1 Library is automated using Integrated Library Management System (ILMS)****Response:**

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. Web OPAC facility is available in the Library Management System for the status of a book such as available, issue, shelf number, accession number, title, author, and publisher. Due to this, the books are easily tracked. 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.

Library portal:

A library portal is designed for the college website (www.hrmrajgurunagar.ac.in) to act as a one-stop solution for different services for the user such as collection, facilities, Resources, and circulars. Important links are provided on the portal for INFLIBNET N-List, Online Newspaper, Open Access E-Resources, Online Rare Books Collection, Web OPAC etc.

Computer and Internet Facility:

Our Library is equipped with a well-operated computer system to serve or run an ERP system and to provide database retrieval facilities to the staff and students. Computers are used in the library for a number of purposes such as creating administrative records, issuing and returning of books, browsing of data, printing I Card , and printing barcode etc.

In the Library 10 computers with Internet facilities are available. The details of the Computer are as follows.

Sr. No.	Particulars of work	Number of Computers
1	Library OPAC for Reader	1
2	Circulation of Books	3
3	I CARD Printing	1
4	Library Administration Work	1
5	E-Library	4
6	Barcode Printer	1
7	Printer	1

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

4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

Response: A. Any 4 or more of the above

File Description	Document
Upload any additional information	View Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	View Document

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 7.14

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

2018-19	2017-18	2016-17	2015-16	2014-15
8.50017	10.62291	4.73057	5.63285	6.19650

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	View Document
Audited statements of accounts	View Document
Any additional information	View Document

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the last completed academic year

Response: 2.59

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

Response: 102

File Description	Document
Details of library usage by teachers and students	View Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The college has a good mechanism for upgrading and deploying information and communication technology infrastructure. The college evaluates the requirement of ICT for students, staff, and other users. Making 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.

There are six computer laboratories in the college at the Department of Bachelor of Business Administration (Computer Application), B. Sc. Computer Science, Physics, Commerce, DST-FIST Networking Center, and Statistics. 302 Personal computers (PCs) are installed at various laboratories with internet connections. Almost all laboratories are equipped for ICT enabled teaching with LCD projectors. The college has few licensed copies of the software, and for the remaining computers, the college uses open-source software like Linux. Anti-virus software is uploaded almost on all the computers. The college aims at making the teachers, the students, the office staff, and all the stakeholders acquainted with modern teaching and learning aids. The entire college campus is supported with ICT facilities.

All 302 computers in the college at various departments and facilities are supported with the internet; LAN and power backup (Genset of 63 KVA and 30 KVA). Besides laboratories, libraries, and network resource centers, computers are also provided in the office and support service centers.

The college is equipped with four Laptops, six LCDs, thirty-seven printers, four Scanners, five cameras, five Xerox machines, nine all-in-one machines (Printer, scanner, and Xerox), three servers, and one barcode printer. There are one hundred five CDs and DVDs in the college library. Licensed copies of antivirus software are installed on PCs for protection and security. There are twenty-two CCTV Cameras for security and surveillance purpose. The College library and NRC centers have a facility for accessing a wide array of electronic resources.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 33:1

File Description	Document
Student – computer ratio	View Document

4.3.3 Bandwidth of internet connection in the Institution

Response: A. 750 MBPS

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

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**Response:** 12.5**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

2018-19	2017-18	2016-17	2015-16	2014-15
10.35641	8.41621	3.41830	2.91428	3.56517

File Description	Document
Upload any additional information	View Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View Document
Audited statements of accounts	View Document

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

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.

1]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.

a) Classroom scheduling enables students to attend classes and prepare their schedules accordingly and institutional resources are used efficiently. Allocation and usage of classrooms are decided by the Time-Table committee. The classrooms are allocated according to the number of programs and student strength of each class. The Time-Table is designed in such a way that there is an optimal use of classroom space.

b) Faculty with health issues or physical disabilities will be given priority to schedule their classes in appropriate classrooms. The “Divyang” students will be given priority in assigning the classrooms which are easily accessible. For such activities, permission must be taken by organizers from the Principal of the college. Permission will be given to use the classroom so that it should not conflict with the academic schedule of classes.

c) The schedule of the laboratory is decided by the time-table committee with the help of Heads of the Departments in such a way that the laboratory is used optimally. In addition to practical sessions, the laboratory space is used for research purposes by faculty and students. Authority to allow the space for research purposes is given to the Head of the Department.

d) Administrative office spaces are rooms or cabinets assigned to one or more individuals on a regular basis containing furniture and other equipment and used by the administrative office.

e) Guest lectures, seminars, science exhibitions, and other programs are arranged by different departments for students. These programs are helpful for students to get knowledge or recent developments in the subject. For these activities, space is required. Space is allotted to these activities on the basis of the importance of the activity and the number of students participating in it.

f) The college space may be allocated to external users by taking the care that academic activities in the college are not disturbed. The college space is allotted to these activities on the basis of the importance of the activity and the number of students participating in it.

g) Library space is classified into six categories: Periodical sections, e-Library, Reading Hall section, Stack Room section, open stack study room section, and a circular section. The library space contains stacks which are the space used to house arranged collections of books and other educational materials for use as a study resource. The library space is allocated by the Librarian according to the usage.

h) The Sports facilities rules designed by the college aim to serve as general guidelines to internal users and external users and source of information pertaining to college sports facilities. The college authority reserves the right to modify or amend these rules when necessary. Announcements concerning the above are made via notice boards on the premises accordingly. All sports facilities present on the campus are mainly used for sports education, training, competition, and recreation by college students, faculty, and the staff members. The schedule of the gymnasium is decided by the physical Director in consultation with the Gymkhana Committee and the Principal.

i) The college-owned equipment such as computers, LCD projectors, and printers, audio-visual equipment are allotted by the registrar and monitored by computer technicians and electricians.

j) The allocation and usage of laboratory equipment is decided by the respective Head of the Department. In case of disposal of any equipment from the department's deadstock resister, the concerned head of the department makes a list of such equipment after taking permission from college authorities' respective equipment is removed from the deadstock.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description

Document

upload self attested letter with the list of students sanctioned scholarship

[View Document](#)

Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)

[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description

Document

Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)

[View Document](#)

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the

following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: C. 2 of the above

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

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 1.24

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

2018-19	2017-18	2016-17	2015-16	2014-15
58	22	37	61	36

File Description	Document
Number of students benefitted by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: B. 3 of the above

File Description	Document
Upload any additional information	View Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

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

Response: 1.21

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

2018-19	2017-18	2016-17	2015-16	2014-15
60	01	01	00	00

File Description	Document
Upload any additional information	View Document
Self attested list of students placed	View Document
Details of student placement during the last five years (Data Template)	View Document

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 9.11

5.2.2.1 Number of outgoing student progression to higher education during last five years

Response: 96

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education (Data Template)	View Document
Any additional information	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 80

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
10	8	1	0	1

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
10	8	1	0	1

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	View Document
Any additional information	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be

counted as one) during the last five years.

Response: 35

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) year-wise during the last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
03	04	09	08	11

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	View Document
e-copies of award letters and certificates	View Document
Any additional information	View Document

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

Response:

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.

The representatives in the student council select the University Representative of the college among them. All the University Representatives of different colleges form the students' council of the University. Miss Ujwala Manik Pawar was the University Representative of our college during the year 2014-15. Mr. Aakash Shamrao Navare was the university representative of our college during the year 2015-16. Mr. Hariprasad Kailas Khaladkar was the University Representative of our college during the year of 2017-18. The Principal holds regular meetings with these members in which different issues like teaching-learning,

student activities, examination, and other physical facilities in the college are discussed.

The members of the students' council actively participate in meetings and work according to decisions taken in the meetings. The University Representative of the council is also included in the Editorial Board of magazine "Dnyandeep" published by the college. The University Representative of the council is involved in the annual prize distribution program of the college. All the members of the students' council are involved in the organization of co-curricular and extracurricular activities of the college. The main functions of the students' council are to enhance the involvement of students in various activities and help them to share their ideas, interest, and concerns with the college administrations.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 18.8

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

2018-19	2017-18	2016-17	2015-16	2014-15
23	29	15	14	13

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

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

Response:

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 in the charity commission office is in progress.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response: E. <1 Lakhs

Criterion 6 - 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

Response:

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. The institution aims at enabling students to avail themselves of the facilities of higher education.

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.

The vision and mission of the institute are well followed in tune with the objectives of higher education which give importance to discipline, integrity, innovation, and unity. It is reflected in the following steps, programmes, and activities:

Maximum numbers of deserving students are included in the process of higher education by adding new courses, subjects and divisions. The students from economically weaker sections are given concessions in installments of fees.

- Unity and discipline are taught through NCC, NSS, and sports activities. Further into this special winter camp, blood donation camp, tree plantation, AIDS awareness rally etc. are organized. We organize the prayers of all religions on the occasion of the birth anniversary of the founder chairman Sahebraoji Buttepatil.
- The college motivates the faculty to submit a research proposal for financial assistance towards different funding agencies and provides financial assistance to attend various seminars, conferences, and workshops. The students are also encouraged to participate in Avishkar competition, seminars, and workshops to promote research and innovations.
- Lectures and various welfare activities are organized for girl students under Vidyarthini Manch.
- Organization of health check-up camps at the entry-level.
- Career development of the student through competitive examination guidance center, and soft-skills development programme.

- Community services and development of students through Arts Circle, Commerce Association, and Science Association.
- Functioning Earn and Learn Scheme to enable the students to take education through self-help.
- All academic and administrative units are governed by the principles of transparency and participatory management.
- Various value-based self-financing courses at undergraduate levels that make the students competent in the era of globalization.

The Management provides the required physical facilities.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

The college has a College Development Committee (CDC) framed according to the Maharashtra University Act 2016. It acts as a link between the KTSP Mandal's management and the college. Meetings of the CDC are held frequently to discuss matters related to college development, students, and faculty development.

- IQAC has been established in the college and plays a vital role in the academic and administrative levels. Before the commencement of each academic year, forty-five college committees are formed by 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 decentralized through the heads of the departments, faculty members, Committee chairman, and 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 academic autonomy and mobility for the effective governance.
- Important committees comprise of teachers, and many committees include non-teaching staff and students as well.
- IQAC does the planning and evaluation for quality assurance in the college and organizes meetings periodically throughout the year.
- Faculty members participate in the management process through the CDC.
- Every committee has the freedom to prepare their plans and decide on implementation strategies.
- The college committees are responsible for admission, timetable, examination, the welfare of students, organization of extension activities, and preparation of the working strategy for the

effective functioning of the college.

- The committee meetings are held as and when required for the execution and organization of certain activities.
- A report of activities is prepared by each committee at the end of every academic year.

Case study: NAAC Steering Committee

In the academic year 2014-15, a separate NAAC Steering Committee was formed by the Principal with the suggestions of IQAC and CDC for preparation of AQAR and 3rd Cycle Self Study Report to NAAC, Bangalore.

This committee was given the following responsibilities:

1. AQAR Preparation and Submission.
2. IIQA submission
3. Institutional Profile
4. Student Satisfaction Survey (SSS)
5. Criterion-wise data uploading and documentation
6. Data validation and verification (DVV)
7. Peer Team Visit

The structure of the committee is given below –

1. Principal (Chairman)
2. Vice-Principals (Member)
3. IQAC Coordinator
3. NAAC Coordinators (Three faculty members)
4. CRT-1 Coordinator (Teaching staff)
5. CRT-2 Coordinator (Teaching staff)
6. CRT-3 Coordinator (Teaching staff)
7. CRT-4 Coordinator (Teaching staff)
8. CRT-5 Coordinator (Teaching staff)
9. CRT-6 Coordinator (Teaching staff)
10. CRT-7 Coordinator (Teaching staff)

This committee frames the quality benchmark for increasing the overall academic quality of the college. It takes initiatives in planning, implementing, and reforming the various quality improvement strategies of the college.

This exercise is the best example of the culture of decentralization and participative management adopted by the college for sustainable quality development.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The IQAC discussed with the stakeholders made a perspective plan (2015-2020) 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 introduce a new undergraduate and postgraduate degree programs.
2. To increase student intake capacity for existing courses and improve student enrollment.
3. To introduce Career Orientated Courses, Short Term, Value Added, and Skill-Based Courses.
4. Improvement of infrastructure facilities like construction of more classrooms and laboratories, instrumentation facility, construction of indoor sports facility and gymnasium.
5. To establish a well-structured feedback system on the curriculum.
6. Evaluation of teachers by students.
7. To strengthen research facilities and motivate faculty to involve in research, by undertaking Major and Minor research projects, publishing research papers in reputed and high impact factor journals.
8. To establish Instrumentation Facility Center (IFC).
9. To apply for DST-FIST, UGC, BCUD grants, and DBT Star College schemes for financial support.
10. To take initiative for the development of an eco-friendly campus.
11. To establish functional MoUs, Collaborations, Linkages with different industries, institutes for student training on-the-job training, field trips, placements etc.
12. To conduct extension activities with the help of a local community and other stakeholders through NSS and NCC.
13. To organize State/National /International seminars on research and quality-related themes
14. To increase the participation of students in research through, field projects, in-house projects, publishing research papers in seminars and conferences.
15. To augment student support facilities.
16. NAAC Reaccreditation (cycle 3).
17. Qualitative and quantitative strengthening of existing programmes.

18. Effective and efficient use of computer applications in admission, administration, examination, and accounting processes.
19. To construct Smart classrooms.
20. To motivate faculty to use ICT in teaching and learning systems.
21. To organize workshops for the overall development of the Students under Students Development Cell.

Case study: Digitization in Academic and Administration Activities

Admission: Eduwon software is used for online admission and for Generating Roll Calls, Identity Cards, Merit list, Leaving certificates, Eligibility etc.

Fee Records: The student database is useful in maintaining the fee records and disbursement of scholarships from various agencies.

Maintenance of Accounts: The college uses Tally ERP 9 software for the maintenance of account records.

Examination: The college conducts first-year examinations and uses ERP software for the generation of admits cards, marks entry, Mark Sheets and Result Analysis.

Library: The EDUWON ERP package used for library services. It offers OPAC services like cataloging, Searching Member, Acquisitions, and Circulation (issues, returns, and reserves). Subscription of INFLIBINET.

<http://hrmrajgurunagar.ac.in/library.php>

Biometric Attendance: Working hours of staff are monitored through the biometric attendance system.

Bulk SMS: The system is used to convey notices to the staff and the students.

Internet Facility: The College provides a 50 Mbps leased line internet connection.

File Description	Document
Upload any additional information	View Document
strategic Plan and deployment documents on the website	View Document
Paste link for additional information	View Document

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.

Response:

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

Administrative Setup

The organizational structure consists of the Parent body KTSP Mandal 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 College Development Committee 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' representative. At the College level, there is an Internal Quality Assurance committee. The Principal is assisted by the Vice Principals followed by the Heads of the departments and faculty members. In official matters, the Registrar is assisted by the Office Superintendent, Senior and Junior Accountants, clerks and manual staff.

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.

The organization of the Department of Physical Education and Sports includes Physical Director and an attendant.

College Committees:

Various committees are constituted for the planning, preparation and execution of academic, administrative and extra-curricular activities. Each committee consists of a chairman and members. The IQAC plays an important role in monitoring the internal quality of the institution. It is through these committees that the college seeks decentralization of the power structure.

Service Rules, Procedures, and Recruitment:

For the service conditions and rules, the college follows the rules and regulations laid down by S. P. Pune University, the UGC New Delhi and Government of Maharashtra. The candidates are interviewed by the Selection Committee as per the rules. For recruitment of non-teaching staff, the management follows the rules set by the Government of Maharashtra. Temporary posts are filled by the management as per UGC and Government of Maharashtra rules.

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. Performance of faculties are evaluated through API and Performance Based Appraisal System mechanism. The API is an important parameter for promotion of faculty under CAS. College submits confidential reports of technical and administrative staff

to the management for perusal and necessary action. The administrative staff of the college is promoted on the basis of seniority and reservation norms of Government of Maharashtra.

Grievance Redressal mechanism:

The college has formed a grievance redressal cell to resolve grievances of students and staff. The grievances of students and staff are considered in the cell. The cell initiates an appropriate action for or against the concerned person.

The CDC works as a Grievance Redressal Cell for employees as and when necessary. The representatives of the teaching and supporting staff are free to raise issues regarding grievances if any in the meetings. The CDC looks after the grievances related to service conditions, long leaves and other relevant problems.

File Description	Document
Upload any additional information	View Document
Link to Organogram of the Institution webpage	View Document
Paste link for additional information	View Document

6.2.3 Implementation of e-governance in areas of operation

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

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP (Enterprise Resource Planning) Document	View Document
Details of implementation of e-governance in areas of operation, Administration etc	View Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

There are a number of welfare measures taken by the Institution for the benefit of teaching and

nonteaching staff viz.

- General Provident Fund (GPF) for grantable staff Investment of 10 % of basic pay with returns as per government rules.
- The General Provident Fund 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 (DCPS) 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.
- Hutatma Rajguru Mahavidyalaya Sevak Sahakari Patsanstha, Rajgurunagar (Credit Cooperative Society): Instant loan up to 5 Lacs with lowest interest for house construction/ renovation. Annual share dividend as per cooperative rules against investment. The members are given advantages of a good rate of interest.
- 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

Welfare Scheme and Number of Beneficiaries

Sr. No.	Name	No. of Beneficiaries
1	Employee Provident Fund Scheme	40
2	Defined contribution pension scheme	12
3	Medical Reimbursement	14
4	Group Insurance	All teaching and non-teaching staff
5	Study Leave	-- (04 before 2005)
6	Duty Leave	All teachers for Examination, Presentation and other assignments
7	Medical Leave	As per requirement for teaching staff
8	Maternity Leave	01
9	Paternity Leave	02
10	Half Day Leave	As per the requirement of non-teaching staff

11	Special Medical Leave	01
File Description		Document
Upload any additional information		View Document
Paste link for additional information		View Document

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

Response: 10.91

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

2018-19	2017-18	2016-17	2015-16	2014-15
6	9	6	14	8

File Description		Document
Upload any additional information		View Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years		View Document

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 5.12

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

2018-19	2017-18	2016-17	2015-16	2014-15
7	5	3	4	2

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View Document
IQAC report summary	View Document
Details of teachers attending professional development programmes during the last five years	View Document

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

Response:

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 faculty performance is assessed by the HoDs, IQAC Coordinator, and the Principal on the basis of API and PBAS forms and necessary action is taken for the upgrading. The performance appraisal is also used for Career Advancement Scheme (CAS).

The teacher's performance appraisal forms consists of

Category I: Teaching, Learning, and Evaluation Related Activities

Category: II: Professional Development, Co-curricular and Extension activities

Category: III: Research and Academic Contributions.

Evaluation by students - The college collects structural feedback from students on the teacher's performance at the end of every academic year for further upgrading and execution. The feedback is analyzed and a report is prepared and if necessary action is taken.

Teaching Diary

Teaching diaries of teachers are checked by the Head, Vice Principal, IQAC coordinator and Principal.

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 from the Head of the Department and Principal at the end of every academic year. This report is evaluated at management level.

Performance Appraisal System for non-teaching staff

Confidential Report for Staff

The performance appraisal system is channelized through confidential report. Every member of the Administrative staff has to fill this form and hand it over to the Registrar of the college. The Registrar adds his own observations and comments and forwards it to the Principal for the final remark. After the Principal's remark it is forwarded to the Management of Institute for further scrutiny and assessment. Action is taken accordingly. Thus the Institution has Performance Appraisal System for teaching and non-teaching staff, which aids in the improvisation of the standards of the faculty members.

The performance of administrative staff is evaluated in terms of punctuality, general intelligence, quality of work performed, relations with colleagues, reliability, teamwork, honesty, promptness, integrity, performance of special task and cooperation.

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	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

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.

Donation receipts are also checked by the auditor.

At payment level the account of the purchase bills is entered in the tally system, vouchers are generated which come under various ledgers.

The payment vouchers are signed by the Accountant, Registrar and finally the Principal.

These vouchers are checked by the auditor and cheques are dispensed to the concerned parties. This is again verified and checked by the tally system.

At the end of the audit, the auditors provide a list of queries raised by them while auditing. The College has to answer the queries properly before the next ensuing internal audit and get the queries settled during subsequent audits. Internal audit helps to maintain financial discipline in the college.

The Audited Accounts Statements of the funds received from BCUD SPPU Pune under the National Service Scheme, Student Welfare scheme, for organizing seminars, purchasing of equipment and for developments of infrastructure are re-audited by the University.

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.

The bills and vouchers of the revenue expenditure is checked. The vouchers and proper record with the concerned Department of the capital expenditure is also checked and verified.

Departmental Accession Register, Dead Stock Registers/Purchase Registers are physically checked. After final checking of records, the external auditor signs the receipts and payment.

For the grants received from the UGC, and DST-FIST utilization certificates are prepared according to the allowed expenditure under various heads. This is accordingly checked by the CA and submitted to the corresponding authorities. This is also audited by the external auditor nominated by KTSP Mandal.

Audited statements of Utilizations of DST-FIST are uploaded on PFMS portal.

Acceptable justifications are given to all audit notes by the college office. Notes, suggestions, recommendations, and remarks by the audit department are followed strictly. The reports of the internal audit and the external audit help to maintain transparency in financial issues.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	View Document

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

Response:

The college is permanently affiliated to Savitribai Phule Pune University (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.
- General development grants, additional assistance and financial assistance for different schemes from UGC.
- Financial assistance from DST for DST-FIST scheme.
- Financial assistance received from SPPU under a quality improvement program for seminars, workshops, expert lecture series, equipment purchase and Infrastructure development.
- Financial assistance received from SPPU for sports development.
- Financial assistance received from SPPU for Earn and Learn scheme and NSS.
- Research Project grants from UGC, and Board of Development, SPPU.
- 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.
- Admission, tuition and other fees are collected by the college from students, hostel fee received from girls hostels, medical reimbursement grant and other grants (Bank Interest, Fines, Breakages, Common dues, a fee charged for issue of certificates)

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 purchase committee works on the details of the budgetary plan.
- The purchase committee sanctions the budget by considering financial resources and needs of the

departments and present it to the Principal and Local Management Committee/CDC.

- The LMC/CDC of the institution approves it.
- The utilization of the sanctioned budget is monitored by LMC/CDC and management of the institution.
- Financial assistance received under UGC schemes utilized as per guidelines of UGC and utilizations are submitted and NOC are taken.
- DST-FIST grant is utilized for purchasing of equipment and setting up of central laboratory and utilization is submitted to DST and approved by it.
- The grants received for research projects are utilized as per guidelines and audited utilizations are submitted to respective agencies.
- Fees received from students are used for development of the college, non-grant faculty and staff salaries, and are properly audited.
- Library services and Sports services are strengthened.
- Laboratories are augmented and IT infrastructure is increased.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.5 Internal Quality Assurance System

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

Response:

The 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 IQAC was constituted to develop an awareness system for consistent improvement in the overall performance of the institution related to academics and administration. It meets thrice in a year.

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 IQAC prepares an action plan for the year. The academic calendar

committee prepares a calendar of events for the forthcoming year. The copy of the academic calendar is provided to all concerned; including students and stakeholders. All the departments and the committees prepare their action plan for the forthcoming year in line with the academic calendar and adhered to it. 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. The Principal and all concerned take a timely review of the execution of the academic calendar. All examinations are held in accordance with the academic calendar. Every teacher in the college follows a time schedule of teaching, learning, and evaluation, which contribute significantly to quality enhancement. The academic calendar committee, along with IQAC, brings in discipline and the institutionalization of implementation of curricula and cultural, social, and extra-curricular events in the college.

The IQAC of the college is expected to improve the academic and administrative qualities of the staff. It motivates the staff members to participate in and organize seminars, conferences, and workshops. The IQAC ensures the continuous advancement of the staff for quality enhancement through the strategic implementation of quality components. For ensuring quality enhancement, the Feedback Committee collects feedback from various stakeholders. It is analyzed by the IQAC. The IQAC collects feedback from students on teachers, support staff, and college which is reflective of the quality of teaching-learning and evaluation in the college. The IQAC assesses the performance of teaching and non-teaching staff, which is a key indicator to ensure quality enhancement. It collects PBAS along with API. The IQAC scrutinizes PBAS and API to calculate the API score of the faculty. API score is indicative of sustenance and enhancement of quality in teaching-learning and evaluation. The Principal writes confidential reports of the non-teaching staff.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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 (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

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, learning is made through the stakeholder's feedback mechanism. It helps the teacher to know the learners' responses to his or her teaching.. The collection and analysis of feedback from different stakeholders support the institution to understand the need of society and what other stakeholders expect from the college.

Keeping this vision in the center, the IQAC has established, well-structured feedback systems. The IQAC prepares various feedback forms and collects structured feedback on the design and review of syllabus and student feedback on teachers. The feedback committee analyzes the feedback, discusses in the committee meetings, and submits a consolidated report to IQAC. IQAC prepares an inclusive feedback report of the college and communicates to concern BOS of S. P. Pune University, Pune for further improvement and implementation.

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. A University result analysis is made for each semester at the department level and is discussed in IQAC/CDC meetings for further enhancement and execution. This helps in identifying slow and advanced learners.

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. The teaching Diary gives an overall summary of the topics covered by a teacher in each class per course, per semester. The Individual Teacher Diary is verified and signed by HOD of the concerned departments, Vice Principal, and is then submitted to the Principal for final approval. The Principal monitors the overall teaching performance of the teachers through the verification of the Diaries.

this theIQAC has reviewed and implemented its teaching-learning process through the following ways:

- Choice Based Credit System (CBCS) for all PG programmes.
- The use of ICT in teaching and learning encouraged.
- INFLIBNET, database, and 50 Mbps internet connection.
- The college employed various student-centric learning methods such as class seminar, field visit, on-the-job-training, survey, role-playing, etc.
- Collection of Self Appraisal Form (API) from faculty.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.5.3 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)**
- 3.Participation in NIRF**
- 4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: B. 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	View Document
Upload details of Quality assurance initiatives of the institution	View Document
Upload any additional information	View Document
Paste web link of Annual reports of Institution	View Document

Criterion 7 - 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 last five years.

Response:

Our college looks at the students as the human resource of the future. The needs, ambitions, aspirations, and competencies of the students are the areas of our concern. We do not discriminate our students on the basis of gender. Girls are constantly encouraged to be a meaningful part of the process of education. They are provided with every opportunity for career development. The true spirit of co-education is imbibed in our students. We take every possible step to provide the girls with the necessary infrastructure and encouragement. It is reflected in the growing number of girls participating in the process of higher education. Their performance in academic and co-curricular activities is very good. We provide our utmost attention to the following aspects:

Safety and Security

Counseling

Common Room Facility

Safety and Security: A 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. Anti-ragging Committee, Sexual Harassment Committee, Internal Complaint Committee, and Grievance Redressal Committee have been formed to address the issues.

Health Aid Facilities: Every year the college conducts health and hemoglobin check-up camp.

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

Wall Compound: Wall compound covering the whole campus with barbed wire fencing is available for campus security.

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

Every year Board of Student Development organizes various programmes for boosting the confidence of female faculty and students through initiatives such as Nirbhaya Kanya Abhiyan, Personality Development Camp, Stress Management, Yoga, and Meditation Training Programme, International Women's Day, and other related programmes.

Counseling:

The college provides academic, stress-related, and personal counseling and guidance to male and female students. In addition to this, these issues are regularly monitored by the mentors appointed for the students (mentees). The mentor interacts and supports the assigned mentees and tries to resolve all their academic, personal, and stress-related problems and issues. The college has a career guidance and counseling committee. Through this committee, the college organizes programs like pre-marriage counseling, women empowerment, self-defense. The members of the admission committee counsel the students at the time of admission.

3. Common Room:

The college provides separate common rooms and washrooms for girls and boys. Girls' common rooms are equipped with facilities like First Aid Box and Sanitary Napkin Vending Machine and other necessary things.

File Description	Document
Link for annual gender sensitization action plan	View Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	View Document

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

Response: C. 2 of the above

File Description	Document
Geotagged Photographs	View Document
Any other relevant information	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

Response:

The basic activities of the college have less impact on the environment as the college is well aware of the problem of waste management and has developed certain methods to deal with this problem. The waste generated on the campus is segregated as a solid waste, liquid waste, and e-waste and it is disposed accordingly. The recent techniques of waste management are used. Using dust bins, recycling and vermiculuring are used in this respect.

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. The students and the staff dump waste material in these bins. For the disposal of books, book bank system, is used and some books are given for recycling by the library. 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. After specific time the assessed answer books are given to scrap vendor. The waste paper is given to the authorized vendor for reuse and pulping. The waste material and scrap like packaging sheets, wrappers, plastic waste and broken furniture, etc. given to authorized vendor for recycling.

Garbage is segregated into wet and dry bins and is disposed by Rajgurunagar Municipal Council, Rajgurunagar Pune. Canteen wet garbage is disposed in vermiculture plant. Waste material on the college campus like plant residue, dry herbs, leaflets and grass used for preparation of bio-compost and vermicompost. Canteens use degradable and washable plates.

“Reprocide, Sanitary Napkin Destroyer” is installed in ladies’ washrooms for incineration of used napkins.

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. The neutralization process is used to dilute solutions and the neutralized liquid is carefully released into the drainage system. The taps, drainage, and water pipelines are well maintained. Organic solvents are recycled by using Standard Operating Procedures (SOP) and care is taken not to release them in outlets.

E- Waste management:

The refilling of toner cartridges for printers is outsourced, which enables their reuse and reduction of e-

waste. The students and the staff are encouraged to store their data in soft copies. E-Waste is collected in the Central store. It is sold to and approved properly approved agencies/vendors for disposal or recycling. For this purpose, the institution has signed the MoUs with Eco Tantra LLP, Erandwane, Pune.

File Description	Document
Any other relevant information	View Document
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	View Document
Link for Geotagged photographs of the facilities	View Document

7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Response: B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document

7.1.5 Green campus initiatives include:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

Response: C. 2 of the above

File Description	Document
Various policy documents / decisions circulated for implementation	View Document
Geotagged photos / videos of the facilities	View Document
Any other relevant documents	View Document

7.1.6 Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:

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

Response: D.1 of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	View Document
Certification by the auditing agency	View Document
Any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

- 1.Built environment with ramps/lifts for easy access to classrooms.
- 2.Disabled-friendly washrooms
- 3.Signage including tactile path, lights, display boards and signposts
- 4.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

Response: B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document

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 500 words).

Response:

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. We organize Hutatma Rajguru Inter-Collegiate Elocution Competition. The subjects related to contemporary social, economic, and cultural aspects are chosen. The interaction of thoughts helps the students enhance tolerance and understanding.

We believe that participation in cultural activities can make students work together and imbibe social values. The cultural committee of the college works with the objective of improving the emerging academic and cultural talents of the students, enhancing their abilities to work as a team, and raising their level of self-confidence in interacting with fellow students and peers. This leads to the development of the overall personality of the students. Participation in University, State, and national events improve their understanding of cultural diversity. The college has a very energetic Cultural Committee managed by students themselves with the guidance of faculty members. This committee works as a podium for improving and exposing the frequently hidden talents and skills of the students in various fields. The students enthusiastically participate in various extracurricular activities including Dance, street Plays, Social Awareness programs, Elocution, quiz, debate, Rangoli. It creates a spirit of unity and understanding.

We organize Sahebraoji Buttepatil Memorial Lecture Series. Speakers from diverse fields, backgrounds, faith, and opinions are invited to make expose our students to intellectual debates on a variety of subjects.

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.

The following initiatives are also taken by the institute in this regard:

- 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.
- Two important national festivals, the Republic Day and the Independent Day are celebrated every year.
- Homage is paid to leaders like Mahatma Gandhi, Dr. B. R. Ambedkar Dr. A. P. J. Abdul Kalam, Mahatma Phule, KrantiJyoti Savitribai Phule on their birth and death anniversaries. celebrated in the college. Chhatrapati Shivaji Maharaj Jayanti is celebrated as Shivjayanti on the campus.
- 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. Namami Chandrabhaga

8.Road safety awareness programme

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document
Link for any other relevant information	View Document

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

- The college undertakes various activities, sensitizing constitutional values, duties, and responsibilities of the students and neighboring communities.
- The activities like Elocution, Rangoli, Street Play, Slogans based on the theme constitutional values are organized. The activities inculcate a spirit of constitutional values, rights, and responsibilities of the citizens.
- Reading of Preamble and Oath Ceremony.
- The Girls' Welfare committee organizes the programmes for women regarding laws related to the rights of women.
- In collaboration with Taluka Election Authorities, the college undertakes 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 Anti-ragging statement is taken from the students. The college has a code of conduct for students, which incorporates the constitutional values and responsibilities of students.
- The College organizes the lectures on the Fundamental Rights, Duties, Values, and responsibilities of citizens as stated in the Constitution of India. Our constitution provides for human dignity, equality, Social justice, Human rights and freedom, Rule of law, equity and respect and superiority of constitution in the national life.
- The issues related to the problems of consumers are expressed through the programmes arranged on topics like Consumer's Act, Rights of Consumers. Programmes were arranged on The Voter's Day, International, and Yoga Day. The talks on Legal Literacy and Freedom of expression have also been conducted by the institution.
- National Anthem is compulsorily played on the college campus on the loudspeaker exactly at 7.30 in the morning. It reflects the strong attachment of the students, employees, and the citizens towards the values of the Indian Constitution.
- Our institution arranges a number of programmes covering freedom of expression through which the students can get the courage to express themselves. Many of our teachers deliver lectures on the subjects related to constitutional obligations, national unity, and social harmony in the college, the town, and in nearby villages.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	View Document
Link for any other relevant information	View Document

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.

1. The Code of Conduct is displayed on the website
2. There is a committee to monitor adherence to the Code of Conduct
3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

Response: C. 2 of the above

File Description	Document
Code of ethics policy document	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

The college organizes and celebrates various national and local festivals, for inculcating cultural integrity in the students. The college also celebrates the birth anniversaries of revered Indian people and pays homage to them on the occasion of their death anniversaries to make the students aware of the historical, cultural and intellectual significance of these people and their contribution to the development of the nation. The college organizes various activities on these days.

Hutatma Rajguru Intercollegiate Elocution Competition is organized to pay homage to Hutama Rajguru on 23rd August. 24th August is the birth anniversary of Hutatma Rajguru.

National Festivals and Anniversaries: The national festivals and significant days are celebrated throughout the year. 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 session to mark the occasion.

File Description	Document
Link for Annual report of the celebrations and commemorative events for the last five years	View Document
Link for Geotagged photographs of some of the events	View Document
Link for any other relevant information	View Document

7.2 Best Practices

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

Response:

Best Practice No.1: Learning Driving Licence Camp

Goals:

- To aware students about traffic rules
- To provide the facility to students for getting learning licence in the college campus.

Context:

A driving licence is basically an official document issued by the government of India, permitting individuals to operate or drive any type of motor vehicle on the public road. In India, a driving licence is issued by the regional transport office (RTO). The motor vehicle act of 1988 states that no individual without the driving licence is authorized to drive a motor vehicle in a public place, hence if an individual wish to drive a motor vehicle on roads he must hold a valid driving licence. If an individual practising to drive a vehicle, he must first get learners driving licence which is a provisional licence and then must take a test to qualify for getting a driving licence.

Learners Driving Licence Camp was organized in collaboration with RTO Pimpri Chinchwad on 30th March 2019 In our college. In this camp, 75 students have participated. In the first session Mr Prasad Pawar, Dy. RTO delivered his lecture on 'Traffic Rules and Road Safety', he gave valuable instructions to the students for the online test. In the second session, the online learner licence test was conducted in the Department of Computer Science. The details of the activities conducted are given below

Details of Driving Licence	Activity	Date	Session	Beneficia
	Traffic Rules and Road Safety (Lecture)	30/03/2019	I	75

		(8.00am to 9.00am)	
Online learner licence test	30/03/2019	II	75
		(9.00am to 12.00 am)	

Evidence of Success:

The programme organized resulted in the following.

- Awareness was generated among students regarding traffic rules.
- 59 students were qualified to get learner licence.

Problems Encountered :

Comparing the strength of senior students in the college, it was difficult to incorporate all of them in the said programme.

Best Practice No.2: ' Hutatma Shivram Hari Rajguru Intercollegiate Elocution Competition'**Goals:**

- To give a platform for students to express their views.
- To develop communication skill among the students.

Context:

On the occasion of birth anniversary of Hutatma Shivram Hari Rajguru, K.T.S.P Mandal's Hutatma Rajguru Mahavidyalaya, Rajgurunagar organizes Hutatma Shivram Hari Rajguru Intercollegiate Elocution Competition. It is organized on 23rd Aug every year. In this competition students from various colleges affiliated to Savitribai Phule Pune University participated their candidature. In the academic year 2018-19, this competition was held on 23rd Aug 2018. The medium for the speech competition was Marathi and the selected topics were " Bharatmateche aajche veerputra ", "Kavita manatali va janatli" , "Stephen Hawking-Ek awaliya" , "Social media satya va vastav". 51 students from different colleges participated in the said competition. The winners of the competition are the following:

Rank	Name of the Participant	Name of the college
1	Dhanve Mrunali Vasant	Shardabai Pawar Mahila Mahavidyalaya, Baramati.
2	Shinde Ashok Chandrabhan	New Arts, Commerce & Science College, Parner
3	Pawale Shradha Rohidas	Hutatma Rajguru Mahavidyalaya ,Rajgurunagar.

Hutatma Shivram Hari Rajguru collective trophy was won by Dhanve Mrunali & Vevikar Kalyani of Shardabai Pawar Mahila Mahavidyalaya, Baramati. The performance of the participants was assessed by referees Dr Lahu Gaikwad, Principal Arts, Commerce & Science College, Narayangaon, Dr. Sambhaji

Malghe, Principal Indrayani college, Talegaon and Mr.Rajendra Manjare, Reporter Lokmat Newspaper.

Evidence of Success:

The programme organized resulted in the following.

- Participants got a platform to express their views on the concerned topics.
- Audiences got the opportunity to enrich their knowledge in concerned fields.

Problems Encountered:

Due to time constraint, a maximum of 2 students from each college could participate in the said event.

File Description	Document
Link for Best practices in the Institutional web site	View Document
Link for any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Hutatma Rajguru Mahavidyalaya is a living monument of Hutatma Shivram Hari Rajguru, the son of the soil. His selfless sacrifice has been a guiding force to the Khed Taluka Shikshan Prasarak Mandal. The founder chairman of the institute late Sahebraoji Buttepatil was inspired by this saga of the Indian freedom struggle. He dedicated himself to the cause of the socio-economic development of this region. He and his colleagues believed that it is possible only through qualitative education. The establishment of Hutatma Rajguru Mahavidyalaya was the first step in this direction. Sahebraoji Buttepatil aimed at the all-round development of our students. He believed in intellectual interaction. He used to invite social workers, intellectuals, authors to share their views with our students. He himself was a great orator. His sad demise in 2001 was a blow for us. Sahebraoji Buttepatil Smruti Vyakhyanmala (Sahebraoji Buttepatil Memorial Lecture Series) is a tribute to the inspiring memories of our founder chairman. We have been organizing this lecture series since January 2002. It is organized on the campus of Hutatma Rajguru Mahavidyalaya from 26th January to 1st February every year. Scientists, political leaders, economists, media persons, social workers, actors, poets, authors, musicians, historians, and intellectuals are invited to have a dialogue with our students. It is meant for our students as well as people from the vicinity. It has greatly contributed to the value education.

Aims and Objectives

The lecture series was started to

1 pay tribute to the inspiring memories of late Sahebraoji Buttepatil and to imbibe the educational values adhered by him.

2 create a sense of gratitude for society in our students.

3 provides our students with the opportunity of intellectual debate on the current issues.

4 make our students to hear, understand, and analyze the views of renowned persons and improve their logical thinking.

5 help the students enhance their capacities and enlarge their horizons.

6 make them more tolerant.

7 make them set role models.

8 learn the art of eloquence and skills of debating along with intellectual integration

Distinctiveness

We have been organizing this lecture series since 2002. The lecture series has acquired a distinctive identity in society. The speakers have enlightened our students on the subjects related to religion, education, science, health, yoga, women empowerment, defense sector, arts, literature, history media, and music along with contemporary socio-economic issues. The speakers from a diverse spectrum have taught our students to understand and analyze the issues from multiple angles. Scientists like Dr. Raghunath Mashelkar and Dr. Anil Kakodkar have emphasized on the rational analysis of the issues. Pandit Hridaynath Mangeshkar has revealed the secrets of music. Advocate Ujwal Nikam has exhibited the analytical power of the lawyers. Speakers from various fields have had meaningful dialogue with the young generation. The students have been inspired, shaped, moulded and motivated by the speakers. The lecture series is arranged in the morning session to allow all our students to participate in it. All the speakers have appreciated the participation and response of our students. Parents from the vicinity also take benefit of this intellectual interaction. The lecture series enhances their perception of changing times.

The lecture series has also contributed to the development of the soft skills of our students. We aim at instruction and not entertainment. The subjects are chosen to inculcate social commitment, intellectual aspects, and motivational factors.

The venue of this lecture is addressed as 'Hutatma Rajguru Sabhagruha'.

The following table shows the names of speakers and their subjects (2015 to 2019)

Year	Name of Speakers	Subject
2015	1. Dr. Uday Nirgudkar	Swapne paha, Swapne jaga

	2. Prof. Dasu Vaidya	Bhasha aani Aapan	
	3. Mr. Sandeep Khare	Kavitewar Bolu Kahi	
	4. Mr. Achyut Godbole	Maza Lekhan Pravas	
	5. Prof. D. B. Bagul	Shri Shikshan Parivarthanachi Nandi- Savitrimai Phule Veer Savarkar	
	6. Mr. Suhas Javadekar	Haan Muzame hai wo Baat	
	7. Mr. Deepak Shinde		
2016	1. Mr. Sanjay Raut	Mi anubhavalele Balasaheb	
	2. Dr. Anil Kakodkar	Sarvangin Gramin Vikas; Kahi Sankalpana	
	3. Mr. Arunbhai Gujrathi	Lokshahi Kal, Aaj aani Udyo	
	4. Mr. Pralhad dada Pai	Utkarsha Vidyarthyanacha	
	5. Mr. Ratnakar Ahire	Yashaswi honyache Manasshastra	
	6. Dr. Vitthal Lahane	Jivanatil Pradhanya	
	7. Mr. Abhay Bhandari	Shivcharitra aani sadyasthithi	
2017	1. Dr. Balaji Tambe	Aayurved sanskar Aarogyacha	
	2. Mr. Anil Bokil	Deshala garaj eka arthakrantichi	
	3. Dr. Manjusha Kulkarni	Udatta majhe Dheya Aasawe	
	4. Ms. Ritu Sa	Bachenge to aur bhi landhenge	
	5. Mrs. Anuradha Gore	Siyachin madhil Vastav	
	6. Vijay Bawiskar	Taya satkarmi rati vadho	
	7. Lt Gen. Dr. D.B. Shekatkar	Dahashatvadavirodhatil ladha: Yuvkanche Sthan	
2018	1. Mr. Shrimant Kokate	Shri Chhatrapati: Yugpravartak Raje	
	2. Dr. Dhammapal Bhamare	Sharirik, Mansik Tandurusti Ani Vistarnari Kshitije	
	3. Mr. Kashinath Devdhar	Bharatache Sanrakshan sidhhata	
	4. Mr. Hanumantrao Gaikwad	B.V.G.Ek Pravas...	
	5. Dr. Salil Kulkarni	Kavitecha Gana Hotana...	

	6. Dr. Swagat Todkar	Aushadhavina Aarogya
	7. Mr. Pravin Tarade	Social media ani Tarunai
2019	1. Dr. Satish Ogale	Nav vidnyan va samajik badal
	2. Prof. Ajitkumar Kaushti	Hasavnuk
	3. Mr. Shridhar Phadake	Babujinchi gaani, jeevanachi gaani
	4. Mr. Sachhinand Shevade	Savarkar ek jhanjhavat
	5. Mr. Girish Kuber	Bharat, ek mahasatta
	6. Mr. Dnyaneshwar Mule	Prtyek diwas nava, nave kshitij....
	7. Nivritti Maharaj Deshmukh	Maibaap

The lecture series has become a distinctive feature of the institution. The efforts put in the management of Khed Taluka Shikashan Mandal, the members of the institution, teachers, and the non-teaching staff have contributed to the success of this lecture series. We have preserved the audio-video recordings of the lectures with the prior permission of the speakers. It can be used as study material for the budding speakers of our college. The lecture series has preserved its identity even in the age of mobiles. The lecture series is a tribute to the inspiring memories of the founder chairman Sahebraoji Buttepatil. He wanted the all-round development of the students. He wanted them to be intellectually alert but humane. He gave importance to integrity and social commitment. These values have been addressed in the topics dealt with the speakers invited to speak in this lecture series.

File Description	Document
Link for appropriate web in the Institutional website	View Document
Link for any other relevant information	View Document

5. CONCLUSION

Additional Information :

- The college was established in June 1977 by Khed Taluka Shikshan Prasarak Mandal Rajgurunagar.
- Catering the educational needs through 14 UG, and 6 PG Programms.
- The college is recognized under 2 (f) and 12 (B) by UGC Act.
- In the last five years, the college has an introduced 17 Short Term Skill Based courses.
- The college is recredited by NAAC with B grade in December 2014.
- Choice Based Credit System is implemented in all PG programs.
- The college has recognized under DST-FIST scheme.
- The College received Best NSS unit awards from S. P. Pune University.
- Awards for the college magazine 'Dyandeep' by S. P. Pune University for consecutive two years
- The college has conducted a Green and Energy Audit.
- The college has ICT enabled Classroom facilities for teaching-learning.
- The college has 50 Mbps leased internet facility.
- INFLIBNET e-journals facility is available.
- English Language Laboratory with language software is made available.
- The college has installed Solar Photovoltaic Power Generation Plant.
- The college has established IPR Cell, Innovation and Incubation Centre.
- The college organized State and National level conferences.

Concluding Remarks :

Hutatma Rajguru Mahavidyalaya, Rajgurunagar was established in 1977. It is run by Khed Taluka Shikshan Prasarak Mandal. The college, through its various academic, research and extension activities has come up as a leading institute in the area of Khed Tahasil. This initiative taken up by the College has resulted in an increase of student enrollment from few hundred at the time of inception to over 3000 today. The college is well attentive of the significance of need based regional, national and global level studies. Centering on quality boost and sustenance the college has implemented the approach of pursuing excellence and becoming more inclusive. This is well replicated through the inclusive progress of the college.

Khed Tahasil has a great historical, cultural, social, literary and spiritual background. Chakan, a neighbouring town, is a well known industrial city of India having industries in varied fields. Rajgurunagar is the birthplace of Hutatma Shivram Hari Rajguru. Alandi, the town for the *Sanjeevan Samadhi* of a great Marathi Saint Dnyeshwar is located in Khed Tahasil. Taking into account the needs of the growing population of the cities, towns, and also the villages of the region, the college has introduced various streams and courses. During the span of the last 43 years, the achievements of the college have been noteworthy. Our leadership has taken distinctive decisions to start various value based, self-financing courses from the undergraduate to the postgraduate level to make the students proficient in the era of globalization.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p>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 last five years</p> <ol style="list-style-type: none"> 1. Academic council/BoS of Affiliating university 2. Setting of question papers for UG/PG programs 3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses 4. Assessment /evaluation process of the affiliating University <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: B. Any 3 of the above Remark : Documents for Design and Development of Curriculum for Add on/ certificate/ Diploma Courses not provided hence not considered.</p>																				
1.2.1	<p>Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</p> <p>1.2.1.1. Number of Programmes in which CBCS / Elective course system implemented. Answer before DVV Verification : 17 Answer after DVV Verification: 20</p> <p>Remark : As per the attached supporting document.</p>																				
1.2.2	<p>Number of Add on /Certificate programs offered during the last five years</p> <p>1.2.2.1. How many Add on /Certificate programs are added within the last 5 years. Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>17</td> <td>6</td> <td>2</td> <td>2</td> <td>2</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>12</td> <td>4</td> <td>0</td> <td>0</td> <td>2</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	17	6	2	2	2	2018-19	2017-18	2016-17	2015-16	2014-15	12	4	0	0	2
2018-19	2017-18	2016-17	2015-16	2014-15																	
17	6	2	2	2																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
12	4	0	0	2																	
1.2.3	<p>Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years</p> <p>1.2.3.1. Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>																				

2018-19	2017-18	2016-17	2015-16	2014-15
2897	302	80	93	44

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
2949	302	0	0	0

Remark : List of students and reports for 2014-15, 2015-16, 2016-17 not attached.

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

1.3.3.1. Number of students undertaking project work/field work / internships

Answer before DVV Verification : 1335

Answer after DVV Verification: 1292

Remark : considered unique number of students undertaking project work / field work across course code.

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders

1) Students

2) Teachers

3) Employers

4) Alumni

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above

Remark : Attested sample filled in forms of students, teacher, employer and alumni attached.

2.1.1 Average Enrolment percentage (Average of last five years)

2.1.1.1. Number of students admitted year-wise during last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
3828	4049	3444	3233	3001

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15

1607	1896	1545	1490	1413
------	------	------	------	------

2.1.1.2. Number of sanctioned seats year wise during last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
4608	4944	4524	4464	4344

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
2104	2224	1864	1804	1804

Remark : 2.1.1.1: Revised considering only the first year students admitted of all the programs as per the data template. 2.1.1.2: Revised as per the total intake mentioned in the document attached in 2.2 of the extended profile.

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1073	1147	989	930	710

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
442	518	446	494	379

Remark : Revised considering only the 1st year classes of all programs as per the attached list.

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

2.3.3.1. Number of mentors

Answer before DVV Verification : 410

Answer after DVV Verification: 87

Remark : Revised with respect to 3.1 in the extended profile.

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

2.4.2.1. Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
20	21	15	16	14

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
17	17	15	16	16

Remark : The PHD holders as given in the attached list.

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

2.4.3.1. Total experience of full-time teachers

Answer before DVV Verification : 840.75

Answer after DVV Verification: 663.75

Remark : Revised considering the current year teachers only.

2.6.3 Average pass percentage of Students during last five years

2.6.3.1. Number of final year students who passed the university examination year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
704	661	647	513	496

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
689	674	651	475	479

2.6.3.2. Number of final year students who appeared for the university examination year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1003	952	909	742	733

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15

1014	1009	899	759	749
------	------	-----	-----	-----

Remark : Considered the final year students given by the HEI.

3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

3.1.1.1. Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
8	5.4	1.2	0.75	00

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
8	3.9	00	00	00

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

3.1.2.1. Number of teachers recognized as research guides

Answer before DVV Verification : 12

Answer after DVV Verification: 11

Remark : Provided e-copies of letters from the University for 11 research guides.

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

3.1.3.1. Number of departments having Research projects funded by government and non-government agencies during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1	2	1	1	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
1	2	0	1	1

3.1.3.2. Number of departments offering academic programmes

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15

17	17	17	17	17
----	----	----	----	----

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
14	14	14	14	14

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
15	4	1	5	1

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
2	5	1	2	1

Remark : workshops / seminars related to this metrics only considered.

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

3.3.1.1. How many Ph.Ds registered per eligible teacher within last five years

Answer before DVV Verification : 30

Answer after DVV Verification: 10

3.3.1.2. Number of teachers recognized as guides during the last five years

Answer before DVV Verification : 12

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
75	71	36	27	22

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
50	5	2	3	1

Remark : Revised as per the UGC approved journals whose ISSN numbers are present in the UGC Care list.

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

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 last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
32	31	58	48	28

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
14	10	26	37	15

Remark : Revised as per the newly attached data template

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	02	00	00

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

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

Answer before DVV Verification:

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2018-19	2017-18	2016-17	2015-16	2014-15
146	64	27	23	14

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
25	14	13	20	13

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

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 last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
13042	5126	5127	4172	1309

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
2817	3348	1400	1835	1479

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
6	8	4	0	1

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

Remark : Copies of collaboration not found

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

3.5.2.1. Number of functional MoUs with Institutions of national, international importance,

other universities, industries, corporate houses etc. year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	1	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	1	0	0

4.1.3 **Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**

4.1.3.1. Number of classrooms and seminar halls with ICT facilities

Answer before DVV Verification : 21

Answer after DVV Verification: 11

4.2.2 **The institution has subscription for the following e-resources**

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources

Answer before DVV Verification : A. Any 4 or more of the above

Answer After DVV Verification: A. Any 4 or more of the above

4.2.3 **Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)**

4.2.3.1. **Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
8.50017	10.62291	4.73057	5.63285	6.29650

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
8.50017	10.62291	4.73057	5.63285	6.19650

4.2.4 **Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the last completed academic year**

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

Answer before DVV Verification : 130

Answer after DVV Verification: 102

4.3.3 **Bandwidth of internet connection in the Institution**

Answer before DVV Verification : A. 750 MBPS

Answer After DVV Verification: A. 750 MBPS

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1237	262	220	412	741

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

5.1.2 **Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years**

5.1.2.1. **Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
17	57	06	02	00

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

5.1.3 **Capacity building and skills enhancement initiatives taken by the institution include the following**

1. **Soft skills**
2. **Language and communication skills**
3. **Life skills (Yoga, physical fitness, health and hygiene)**
4. **ICT/computing skills**

Answer before DVV Verification : B. 3 of the above

Answer After DVV Verification: C. 2 of the above
 Remark : Considered serial nos. 1 & 2. Signs and stamps of the authority are inserted in many of the reports of Yoga programs, those will not be accepted.

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
577	52	53	61	76

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
58	22	37	61	36

Remark : Revised as per the supporting document attached.

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
60	01	01	00	00

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
60	01	01	00	00

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural

activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

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) year-wise during the last five years.

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
44	34	21	27	25

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
03	04	09	08	11

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

5.3.3.1. Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
43	34	21	29	26

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
23	29	15	14	13

6.2.3 Implementation of e-governance in areas of operation

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

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
40	40	29	42	25

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
6	9	6	14	8

Remark : Only unique names of teachers per year considered whose supporting documents i.e TA Bills are attached.

6.3.4 **Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).**

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
10	9	3	4	4

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
7	5	3	4	2

Remark : Excluded programs of duration less than one week.

6.5.3 **Quality assurance initiatives of the institution include:**

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality initiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

Remark : Proper Collaborative quality initiatives not found; seminar/workshop/conference on other purpose cannot be considered here. Unauthorized reports will not be accepted.

7.1.2 **The Institution has facilities for alternate sources of energy and energy conservation**

	<p>measures</p> <ol style="list-style-type: none"> 1. Solar energy 2. Biogas plant 3. Wheeling to the Grid 4. Sensor-based energy conservation 5. Use of LED bulbs/ power efficient equipment <p>Answer before DVV Verification : C. 2 of the above Answer After DVV Verification: C. 2 of the above</p>
7.1.4	<p>Water conservation facilities available in the Institution:</p> <ol style="list-style-type: none"> 1. Rain water harvesting 2. Borewell /Open well recharge 3. Construction of tanks and bunds 4. Waste water recycling 5. Maintenance of water bodies and distribution system in the campus <p>Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: B. 3 of the above</p>
7.1.5	<p>Green campus initiatives include:</p> <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants <p>Answer before DVV Verification : Any 4 or All of the above Answer After DVV Verification: C. 2 of the above Remark : Policy document and Attached photos has made a mention of point 4 and 5. Hence considered considered only 4 & 5.</p>
7.1.6	<p>Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:</p> <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions / awards 5. Beyond the campus environmental promotion activities <p>Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: D.1 of the above Remark : Only serial no. 1 is considered as per the proofs attached.</p>
7.1.10	<p>The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.</p>

1. **The Code of Conduct is displayed on the website**
2. **There is a committee to monitor adherence to the Code of Conduct**
3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
4. **Annual awareness programmes on Code of Conduct are organized**

Answer before DVV Verification : C. 2 of the above

Answer After DVV Verification: C. 2 of the above

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p>Number of courses offered by the Institution across all programs during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>398</td> <td>380</td> <td>380</td> <td>380</td> <td>380</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>390</td> <td>357</td> <td>352</td> <td>352</td> <td>352</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	398	380	380	380	380	2018-19	2017-18	2016-17	2015-16	2014-15	390	357	352	352	352
2018-19	2017-18	2016-17	2015-16	2014-15																	
398	380	380	380	380																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
390	357	352	352	352																	
1.2	<p>Number of programs offered year-wise for last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>22</td> <td>19</td> <td>19</td> <td>19</td> <td>19</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>21</td> <td>21</td> <td>21</td> <td>21</td> <td>21</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	22	19	19	19	19	2018-19	2017-18	2016-17	2015-16	2014-15	21	21	21	21	21
2018-19	2017-18	2016-17	2015-16	2014-15																	
22	19	19	19	19																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
21	21	21	21	21																	
2.1	<p>Number of students year-wise during last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>3828</td> <td>4049</td> <td>3444</td> <td>3233</td> <td>3001</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>3846</td> <td>4049</td> <td>3562</td> <td>3233</td> <td>3001</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	3828	4049	3444	3233	3001	2018-19	2017-18	2016-17	2015-16	2014-15	3846	4049	3562	3233	3001
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2018-19	2017-18	2016-17	2015-16	2014-15																	
3846	4049	3562	3233	3001																	
2.2	<p>Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years</p>																				

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
2635	2657	2459	2384	2317

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1097	1160	973	941	941

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1054	984	930	772	768

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1024	1009	899	759	768

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
89	88	85	83	65

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
87	86	83	81	63

3.2 Number of sanctioned posts year-wise during last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
117	100	95	97	94

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
59	59	59	54	56

4.1 Total number of classrooms and seminar halls

Answer before DVV Verification : 50

Answer after DVV Verification : 49

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
125.46656	94.07855	9.67586	80.26322	56.36575

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
125.47	94.58	96.76	80.26	57.14

4.3 **Number of Computers**

Answer before DVV Verification : 256

Answer after DVV Verification : 116