



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		JEEVAN VIKAS MAHAVIDYALAYA, THUGAONDEO
Name of the head of the Institution		Devendra Shrikrushnarao Bhongade
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		07105-238513
Mobile no.		9823421427
Registered Email		jvmthugaondeo@gmail.com
Alternate Email		devendra.bhongade@gmail.com
Address		At Post. Devgram (Thugaondeo), Tah. Narkhed, Dist. Nagpur
City/Town		Thugaondeo
State/UT		Maharashtra
Pincode		441301

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		Self financed and grant-in-aid			
Name of the IQAC co-ordinator/Director		Yogesh Marotrao Sarode			
Phone no/Alternate Phone no.		07105279365			
Mobile no.		9423603765			
Registered Email		yogeshmsarode@gmail.com			
Alternate Email		jvmthugaondeo@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://jvmt.org/files/AQAR-2017-2018.pdf			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		http://jvmt.org/files/Academics/CollegeAcademicCalendar2018-2019.pdf			
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
2	B++	2.93	2019	04-Mar-2019	03-Mar-2024
6. Date of Establishment of IQAC			05-Jul-2009		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC		Date & Duration		Number of participants/ beneficiaries	

Seven-day Faculty Development Programme	14-Dec-2018 7	90
Guest Lecture	28-Sep-2018 1	248
Guest Lecture	24-Sep-2018 1	207
Seven -day State Level Workshop	09-Sep-2018 7	110
One-day State Level Workshop	17-Aug-2018 1	85
Guest Lecture	13-Aug-2018 1	270
Meet	11-Aug-2018 1	240
One-day National Level Seminar	16-Jul-2018 1	72
A Seven-day Faculty Development Programme (FDP)	01-Jul-2018 7	85
A Seven-day Faculty Development Programme (FDP)	16-Jun-2018 7	85
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Jeevan Vikas Mahavidyalaya, Devgram (Thugaondeo)	B.Voc	UGC	2018 1825	12156374
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

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11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
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12. Significant contributions made by IQAC during the current year(maximum five bullets)

Twoday ICSSR Sponsored National Conference on Academic Libraries in eLearning Environment: Role and Prospect on 2930 January 2020

Two day NAAC Sponsored National Seminar on Teaching-Learning and Evaluation on 22-23 Febraury 2020

Seven-Day FDP on "The Secrets of writing a Research Paper and publishing it in High Quality Scopes/ UGC-CARE listed Journals" on 12-18 December 2019

Inspired/Teachers to publish papers in High Quality Scopes/ UGC-CARE listed Natinal International Journals.

Completed ISO, Participated in NIRF and faced NAAC Peer team

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

Plan of Action	Achivements/Outcomes
10. To prepare Performance Appraisal of Teaching and Non-teaching	• Filled-up Performance Appraisal of Teaching and Non-teaching at the end of Academic Session.
9. To work for the Institution's Best Practices	• Participated in the Institution's Best Practices throughout the Year.
8. To promote research culture in the institute	• Participation of students in research project activities and submitted Dissertations. • The staff published research papers in various national/ Inter-national On-line Journal and published books.
7. To organize Seminar/ Workshop/ Conference	In the academic session 2018-2019, the following Seminar/ Workshop/ Conference were organized as: • Three-day Faculty Development Programme (FDP) on "Modern Teaching-Learning Process and The Use of PPT" on 25-27 June 2018. • One-day State Level Workshop on "Intellectual Property Rights" on 17th August 2018. • One-day State Level Workshop on "Green Initiatives" on 15th September 2018. • One-day State Level Workshop on "Use of ICT in Teaching-Learning Process" on 20th December 2018.. • One-day National

	Level Seminar on "Revised Parameters of Accreditation Framework" on 16th July 2018.
. To conduct campus interview	<ul style="list-style-type: none"> • Conducted Campus Interview on 3rd October 2018 through Dr. Babasaheb Ambedkar School of Mission Officer, Nagpur in which 150 students of BA and B.Voc participated; out of which 25 students were selected.
5. Use of ICT in Teaching-Learning	<ul style="list-style-type: none"> • Faculty members made maximum use of PPTs while teaching in the class. • The concept of Google Class Room introduced for the benefit of the students. • Faculty prepared e-Content and Digital Notes for students. • Created Students Social Media Groups and provided information through it.
. To carry out evaluation of teachers through institutional CERT (Central Educational Research & Training) Wing	<ul style="list-style-type: none"> • Work of students and teachers evaluation carried out as per plan of action through Central Educational Research & Training Wing of our Society.
3. . To work for Institution's Mission-Vision Project	<ul style="list-style-type: none"> • Worked for the Institution's Mission-Vision Project as per the plan.
2. Organize Expert's Meet/ Guest Lecture for quality education	<p>In the academic session 2018-2019, the following Expert's Meet/ Guest Lectures were organized as:</p> <ul style="list-style-type: none"> • Meet on "Youth for India" on 11th August 2018. Dr. Amardip Khade, Amravati (MS) was the Resource Person. Near about 220 students and 20 faculty members participated in this meet. • Guest Lecture on "Use of Library and Internet Resources" on 13th August 2018. Dr. Vijay Dakhoye, Librarian, Shivaji Science College, Nagpur was the Resource Person. Near about 250 students and 20 faculty members participated in this lecture. • Guest Lecture on "World Peace" on 24rd September 2018. Dr. Raju Shrirame, Head, Dept. of Economics, JVM was the Resource Person. Near about 190 students and 17 faculty members participated in this lecture. • Guest Lecture on "Importance of Yoga and Pranayama in Human Life" on 28th September 2018. Dr. Sima Sathone, Renowned Physician and Trainer was the Resource Person. Near about 230 students and 18 faculty members participated in this lecture. • Expert's Meet on "Students Career Counseling and Placement" on 3rd October 2018. Mr. Vinod Bagde, Director, Dr. Babasaheb Ambedkar School of Mission Officer, Nagpur was the

Resource Person. Near about 150 students and 20 faculty members participated in this lecture. • Guest Lecture on "Swami Vivekanand's Thoughts and Western World" on 12th January 2019. Dr. Subhash Lohe, Renowned Orator, Intellectual Section, Bharatiya Vichar Manch, (Vidharbha Region) Nagpur. Near about 190 students and 20 faculty members participated in this lecture. • Expert's Meet on "PAANI Foundation" on 14th January 2019. Mr. Ravindra Bidkar, District Co-ordinator and his team were the Resource Persons. Near about 230 students and 27 faculty members participated in this lecture. • Expert's Meet on "Science and Technology" on 19th March 2019. Dr. G.S. Khadekar, Dean, Faculty of Science & Technology, RTMNU, Nagpur, Dr. G. R. Avchar, Shivaji Science College, Nagpur and Dr. S. D. Tade, Jawaharlal Nehru College, Wadi, Nagpur were the Resource Persons on this occasion. Near about 170 students and 16 faculty members participated in this lecture. • Guest Lecture on "Use of ICT in Teaching-Learning Process" on 24th April 2019. Dr. Devendra Kale, Associate Professor, Dept. of Computer Science, Saraswati College, Shegaon (MS) was the Resource Person. Near about 150 students and 20 faculty members participated in this lecture.

1. To upgrade the faculty of the college

For the up gradation of faculty, • A Threeday Faculty Development Programme (FDP) was organized by IQAC on 25-27 June 2018 on the topic "Modern Teaching Learning Process the Use of PPT"

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
College Development Committee	05-Aug-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

Yes

Date of Visit

12-Feb-2019

16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	20-Feb-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The college Central Library is situated in separate block known as Learning Resource Centre having more than 9000 books. The facility of Network Resource Centre is made available in the library for the users. The working hours of the library is from 8.00 am to 5.00 pm on regular days and during examination, library hours are increased as per the need of students. On holidays, it is open from 09.00 to 12.00 noon. A special place has been allotted in the library for keeping the belongings of students before they enter the reading hall. Library has established conducive atmosphere with provision of tables and chairs for reading with good ventilation for the students. It has been established with OPAC (Online Public Accessing Catalogue) facility to access the books easily in the rack. Every year library advisory committee is constituted to strengthen its activity. This committee allocates department wise budget for purchase of books, periodicals and also conducts annual stock verification. The Library also contains bookbank scheme. Information centre is also constituted along with the library services. The library is fully automated and digitalized. The LIBMAN Software is used in integrated library management system. The each activity of the library has been done through LIBMAN software. Each book is available with the bar code. The issuereturn facility of the library conducted through bar coding. Separate compartments are made in the library to accommodate reference, journals, magazines and computerization facility. To motivate the students for utilizing the library collection, Internet and online facilities are made in the library.</p>

Library provides the resources like INFLIBNET which covers 3139309 ebooks, 6094 eJournals. There is a Nlist portal available on INFLIBNET. The students of the college are registered on Nlist, where they have given userid and password. With this registration, the students can get access to the large number of ebooks and other study materials. The scholar cards are given to the intelligent and most library user students for their advanced learning. On 15th October, the birth anniversary of Dr. A P J Abdul Kalam, we celebrate "Wachan Prerna Din", where we give "Best Reader Award" to the user who has mostly taken the advantages of the library books and who was actively involved in the library activities. For the last five years, the library department is conducting Certificate, Diploma, Advanced Diploma Course in Library and Information Science. 1. The software used in the Library is Name of the software LIBMAN Software Version LIBMAN 1.0 Nature of Automation Fully Automated. 2. The software used in the Central Office: CMS (College Management System)

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The institution ensures effective curriculum delivery through a well-planned and documented process. The institution holds regular staff meetings to develop and deploy quality action plans for effective implementation of the curriculum. Departmental meetings are held in order to design effective plans, allotment of workload to every faculty based on their specialization, teaching experience and other personal traits and execution of effective measures for curriculum delivery. Teaching plans are designed by every faculty for the timely completion of syllabus, within the academic calendar issued by the university. The University prepares an academic calendar that specifies the duration of the semester, the date of commencement and end of semesters. All UG course have CBS semester system and PG courses have CBCS pattern. In the beginning of the academic year, an action plan is prepared by the IQAC, and committee prepares time-table, which is displayed in the departmental rooms and also in the college display board. In tune with the changes of syllabi made by the university, the college procures required number of books and research journals, magazines in the Learning Resource Center. The teachers prepare power point presentation and download videos from Internet, encouraged to use the ICT in classes. Teachers adopt innovative teaching modes like presentation, discussion, assignments, class tests, debates, field work, workshops, seminars, etc., in addition to conventional teaching mode. To facilitate all-round

personality development, students are encouraged to participate in co-curricular and extra-curricular activities, organized by the college and other institutions. Teachers are motivated to participate in the workshops for the revision or modification of curriculum. Teachers are inspired to attend refresher and orientation programs in order to enhance their academic knowledge and skills. The use of ICT is made available to the students to improve their performance. In the beginning of the academic session each department prepare annual teaching plan as per the academic calendar. If there are constraints to complete the curriculum extra classes are conducted. Each department conducts class internal tests, tutorials and seminars for internal assessment, at the end of each academic session the students appear for the semester examination. All faculty members arrange subject wise bridge-courses at the beginning of academic year; curriculum concept is explained to the students through bridge courses. Each department organizes seminars, and lectures to impart knowledge in the concerned subjects. The college also motivates the students to bring out various issues with the help of wall posters on special occasions. The institution offers procedural practical support to the teachers for effectively translating curriculum and improving teaching practices by means of faculty development program such as training, workshop, seminar etc. Apart from university curriculum to enrich the quality of education, the college also organizes seminars, workshops, orientation programs, guest lectures, career guidance talks, quiz competition, essay competition. Special programs are organized by the institution through student's council, sports council, NSS, and women cell. Educational tours or trips are organized at industrial units, historical, geographical and other locations to develop observation skill among the students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
	NA	15/12/2018	180	10	22
Certificate Course in Automotive					
	NA	15/12/2018	180	12	24
Certificate Course in Software Development					
NA	Diploma Course in Automotive	15/12/2018	365	10	22
NA	Diploma Course in Software Development	15/12/2018	365	12	24
NA	Diploma Course in Fashion Design and Technology	06/08/2018	365	30	50
NA	Diploma Course in Web Design	16/08/2018	365	22	50

NA	and Animation Diploma Course in Banking and Financial Services	06/08/2018	365	27	50
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCom	NA	15/06/2018
BSc	NA	15/06/2018
BVoc	Automotive	15/12/2018
BVoc	Software Development	15/12/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NA	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	196	196

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Savitri Shivan Kala Kendra	01/08/2018	30
Pre-Police Training	01/08/2018	50
Swayamsiddha	01/08/2018	100
Yoga and Meditation	01/08/2018	50
Sanskar Shibir	01/08/2018	50
Welding and Fabrication	01/08/2018	20
Bakery	01/08/2018	20
Food Preservation	01/08/2018	20
Water shade Management	01/08/2018	100
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BVoc	Food Processing and Engineering	4

BVoc	Food Processing and Engineering	4
BVoc	Food Processing and Engineering	3
BVoc	Food Processing and Engineering	3
BVoc	Food Processing and Engineering	3
BVoc	Building Technology	2
BVoc	Building Technology	3
BVoc	Building Technology	3
BVoc	Building Technology	3

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained

The feedback obtained is being analyzed and utilized for overall development of the institution as follows: The feedback forms collected from Management, Alumni and Parents, Students and Teachers have questions related to the syllabus. • Feedback Form from Alumni In the feedback forms collected from the ALUMNI, all the questions are not directly related to syllabus but it has the content of syllabus. Parameter No. 2 and 7 are directly related to syllabus. The feedback form is designed in a view to get appropriate responses from the alumni on all aspects related to the Institution for the overall development of the students. • Feedback Form from Parents The feedback forms collected from the PARENTS have also the questions related to syllabus. Parameter No. 2, 7 and 9 are directly related to syllabus. The feedback form is so designed to get proper responses of parents to improve teaching and overall quality of the students. • Feedback Form from Management Similarly, the feedback forms collected from the Management have also the questions related to syllabus. Wing-I, II, and III are totally related to syllabus. The feedback form is so designed to get proper responses of Management to improve quality culture of the Institution. Regularly, the college reports to the management regarding the evaluation of students through CERT Wing. The Career Academy takes care of syllabus completion, use of ICT during teaching, unit tests, internal examination etc. Sports Academy takes care of all activities related to physical education prescribed by the University. It is also a part of regular syllabus. CERT Academy sees whether timely syllabus is completed or not and whether the teacher makes use of different teaching aids while teaching in the class.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	NA	360	215	215
BSc	NA	120	115	115
BCom	NA	120	62	62
BVoc	Food Processing and Engineering	150	82	82
BVoc	Building Technology	150	69	69
BVoc	Automotive	50	22	22
BVoc	Software Development	50	24	24
MA	Marathi	160	33	33
MA	English	160	64	64

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	589	97	8	2	10

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
10	10	526	4	1	15223

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes. The college has Students mentoring system. Teachers are natural mentors of their students. To formalize the same, and as directed by University rules, our college has a proper student mentoring system in place. In the beginning of each session, after the admission process is over, each department is required to assign a teacher mentor to each student of first year. It is also required that the same mentor continues to mentor the student for all the three years of his/her graduation. The mentor is required to prepare a list of his/her mentee students and get acquainted with them. Mentors conduct a meeting with their mentees once a month to discuss their problems and issues. These issues can be related to college infrastructure, academic, non-academic or personal as well. The mentor tries his/her best to find solutions to any such issues arising in student's life and informs the college administration about the matter if need be. The system requires that special mentors are assigned to students

who are staying away from their homes and live on their own. Being away from protection of home and parents can be really challenging for young students and thus such students need special care and attention. A separate mentor list is prepared for such PG students and their problems are discussed in regular monthly meetings.

Some cases have been reported where students approach their mentors to discuss about problems related to college infrastructure and facilities. They freely tell their problems either orally or in writing to their mentors, who in turn listen to them patiently and solve their issues as much as possible. Mentors maintain a record of their monthly meetings with their students. Although students are free to approach their teachers anytime if any issue is disturbing his/her routine, still, the system of mentor – mentee builds an extra confidence and sense of security among students. This whole system leads to a better connection between students and teachers and helps build a friendly and cordial relation between them. Students get a sense of protection because they know that they have someone to go to in case of any eventuality. Apart from this, a counsellor is appointed by the college.

Students are free to meet the counsellor twice a week in the college and discuss their problems.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
686	10	1:68

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
12	10	2	Nil	6

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Raju G. Shrirame	Assistant Professor	92nd Akhil Bharatiya Marathi Sahitya Sammelan -2019 Best Presentation Award (Poems)

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	NA	2nd Sem	26/06/2019	05/08/2019
BCom	NA	2nd Sem	26/04/2019	21/06/2019
BA	NA	2nd Sem	26/06/2019	16/08/2019
BA	NA	4th Sem	21/06/2019	19/07/2019
BA	NA	6th Sem	26/06/2019	11/07/2019
BVoc	NA	2nd Sem (Building Technology, Food)	04/05/2019	21/06/2019

		Processing)		
BVoc	NA	4th Sem (Building Technology, Food Processing)	17/05/2019	10/06/2019
BVoc	NA	6th Sem (Building Technology, Food Processing)	29/04/2019	10/06/2019
MA	NA	4th Sem (Marathi)	17/05/2019	13/06/2019
MA	NA	4th Sem (English)	17/05/2019	06/06/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The university ordinances are strictly followed in the conduct of Intra Semester Assessment and Semester End Examinations. To ensure smooth conduct of the examination /evaluation process the institution has constituted Examination Committee, Unfair Means Inquiry Committee. Grievance Committee. These committees meet regularly for the smooth conduct of examination and timely declaration of results. The examination time-table is circulated in the classrooms and displayed on the notice board at-least 3 weeks before. The university ordinance mandates answering two compulsory semesters both are written test and the other may include different modes such as seminars, assignments, presentations, field work, group discussions, quizzes and orals that promote analytical and critical thinking and communication skills. The third assessment is given on genuine grounds (medical grounds, participation in State/ National /International sports, events, etc.) so that students take seriously. The subject teacher personally monitors the progress and performance of the students. Remedial classes, extra coaching classes, and peer teaching are conducted for slow learners and underperformers. The students having any issues /complaints regarding examination /evaluation /results can refer in writing to the Grievance Committee. The theory subjects carry a weight-age of 80 of the maximum marks and 20 for Internal. Completion of the Project Report writing and the conduct of Project Viva-voce is monitored by the Project Committee. All the postgraduate departments conduct Continuous Internal Evaluation for 20 marks for every paper in each semester. This system of evaluation includes a variety of test-types such as class tests, surprise tests, quizzes, presentations, assignments, projects, viva, etc. Teachers inform the students about the pattern of the internal examinations well in advance. The schedule of these internal examinations varies from department to department and is spread out across the semester. The examination notices are displayed well in advance and sufficient time is given to the students for preparation. The complete guidelines and rules regarding examinations are provided in the College Prospectus. The continuous internal evaluation conducted by the postgraduate departments and B.Voc courses provides an excellent opportunity to the students to not only showcase their learning but also to develop their skills such as academic writing, research methodology, public speaking and public defense. It also enhances their participation in classroom activities and improves the overall teaching-learning process. After the internal evaluation, students' performance is discussed with the students and necessary suggestions are given for further improvement. Assignments are conducted regularly and according to a well-planned and properly communicated

schedule. All prescribed assignments are conducted and the students are given sufficient training in carrying them out. Thus, students are prepared to perform well in the practical examinations. Term-end examinations are held at the end of the first term. Term-wise syllabus as prescribed by the affiliating university is completed in each term. The internal examinations are conducted following the same model as the final examinations.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Before starting the session, University sends a circular regarding academic term for the coming academic year which is provided in the Prospectus. The academic activities and schedule of examinations is generally worked out according to the academic calendar provided by the RTM Nagpur University. On the basis of Academic Calendar, the IQAC prepares the Institutional Plan and schedule of internal examinations for the coming academic year. Accordingly, the departments, committees, and cells prepare their activity plan and which is displayed on notice board. The academic calendar of the College, published in the College prospectus and displayed on the college website (<http://jvmt.org/files/Academics/CollegeAcademicCalendar2018-2019.pdf>), notice board, gives general details about the conduct of the continuous internal evaluation mechanism. College has constituted College Examination Committee which displays on the notice board details about the pattern of the continuous internal evaluation system. The Examination Committee timely and very efficiently conducts the Continuous Internal Evaluation (CIE). The committee conducts a meeting at the beginning of each term and decides regarding the schedule of examination, time-table, modes of ISA, dates for submission of question papers and statement of marks. The actual dates of examinations depend on individual departments and teachers. But, they adhere to the broad guidelines as contained in the academic calendar. As far as the undergraduate courses are concerned, the internal exams are held according to a time table announced in advance through notices circulated in the classrooms and on the display board. The affiliating university, RTMNU, prescribes the overall framework of time as far as examination time table is concerned. The departments conduct all their continuous internal evaluations within this broad framework.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://jvmt.org/Departments/Faculty-wise-Objectives.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
NA	BA	NA	48	47	97.91
NA	BVoc	Building Technology	11	9	81.81
NA	BVoc	Food Processing and Engineering	16	15	93.75
NA	MA	Marathi	12	11	91.66

NA	MA	English	29	23	79.31
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://jvmt.org/files/Student/Feedback-form-for-Student.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	NA	0	0
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
One-day National Seminar on "INTELLECTUAL PROPERTY RIGHTS"	Internal Quality Assurance Cell (IQAC)	17/08/2018

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Best Educationist Award	Dr. Devendra S. Bhongade	Indian Solidarity Council, New Delhi	19/06/2018	Education
Bharat Shiksha Ratna Award	Dr. Devendra S. Bhongade	Economic Growth Foundation, New Delhi	03/08/2018	Education
Water Cup	Dr. Devendra S. Bhongade	PAANI Foundation, Pune (M.S.)	12/08/2018	Extension Activity
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Entrepreneurship Development	Food Processing Engineering	Dinshaws Pvt. Ltd. Nagpur	G-1 Confectionaries	Facilitator	13/12/2019
Entrepreneurship Development	Building Technology	Thakur Associates, Nagpur	G-1 Bar Binding	Facilitator	25/02/2019
Entrepreneurship	Fashion Designing	Maha Laxmi Spinning	Sabitri Fashion	Facilitator	03/01/2019

Development		Mill, Ichalkaranji	Designing Centre		
Entrepreneurship Development	Automobile	Asthavinayak Automobile, Narkhed	G-1 Servicing	Facilitator	29/01/2019
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	Null

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	English	1	1
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
0	Null
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	NA	2018	0	0	Null
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	NA	NA	2018	Null	Null	0
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	Null	Null	Null

Attended/Seminars/Workshops	Nill	1	Nill	Nill
Attended/Seminars/Workshops	Nill	1	Nill	Nill
Attended/Seminars/Workshops	Nill	1	Nill	Nill
Attended/Seminars/Workshops	Nill	1	Nill	Nill
Attended/Seminars/Workshops	1	Nill	Nill	Nill
Attended/Seminars/Workshops	Nill	Nill	1	Nill
Attended/Seminars/Workshops	Nill	2	Nill	Nill
Attended/Seminars/Workshops	Nill	3	Nill	Nill
Attended/Seminars/Workshops	Nill	1	Nill	Nill

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
International Yoga Day	NSS	2	250
World Population Day/ Tree Plantation	NSS	2	180
August Revolution Day	NSS	1	230
Independence Day	NSS	5	620
Lord Ganesha Festival	NSS	5	550
World Peace Day	NSS	2	240
NSS Day and Blood Donation Camp	NSS	5	100
Matoshri Manjulabai Bhoge Music Academy Programme	Women Study Centre	5	240
Women Empowerment Programme	NSS	2	220
Yuva Vedh Saptah on the birth anniversary of Mahatma Gandhi and	Women Study Centre	7	450

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Debate Competition	Best Debater Award	Arvinbabu Deshmukh Mahavidyalaya, Bharsingi (M.S.)	2
Elocution Competition	Best Orator Award	Arvinbabu Deshmukh Mahavidyalaya, Bharsingi (M.S.)	2

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Environment protection scheme	Botany, Zoology and EVS	Environment Pollutio	4	72
Gender Equity	Women Study Centre	Survey Questionnaire on Legal rights of Women	3	55
Environment protection scheme	Botany, Zoology and EVS	Computer Literacy Campaign	1	45
Awareness campaign	Department of Computer Science and Software Development (B.Voc)	Awarenes Campaign for Maintanince of Hands Feet for the People of Slum Areas	3	75
Health care scheme	Department of Phy. Education and Sports	Awareness of Voting Rights	4	130
Democracy promotion Campaign	Department of Political Science	Shramdan at Devgram and PHC Jalalkheda	8	102
Democracy promotion Campaign	Department of Political Science	Best out of Waste	8	100
Social activity	Department of Chemistry	Cleanliness Drive	3	150
Environment protection scheme	Department of Chemistry	Display Educational Film	1	77

Swachha Bharat Yojana	Department of Chemistry	Use of Online Media for Common Man	2	96
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Expert Meet by Dr. D.S. Bhongade	1	Self Finance	1
Expert Meet by Dr. R. G. Shrirame	1	Self Finance	1
Expert Meet by Dr. Y.M. Sarode	1	Self Finance	1
Expert Meet by P.M. Gharpure	1	Self Finance	1
Expert Meet by Dr. M.G. Acharya	1	Self Finance	1
Expert Meet by Ms. P. N. Ingole	1	Self Finance	1
Expert Meet by Dr. D. G. Arajpure	1	Self Finance	1
Industry Visit to Dinshaw Dairy Pvt. Ltd. Nagpur	55	College Finance	1
Industry Visit to Mihan, Nagpur	55	College Finance	1
Field Visit to Choudhary Agro Pvt. Ltd.	55	College Finance	1
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
0	NA	NA	Nil	Nil	0
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Shri Mahalaxmi	20/06/2018	Industrial	10

Weaving and Spinning Mills Pvt. Ltd, Ichalkaranji, Maharashtra		Training, Internship and Placement	
Dr. Babasaheb Ambedkar School of Mission Officer, Nagpur (Maharashtra)	16/08/2018	Career Counselling and Job Placement	170
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
90	76.14

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Existing
Laboratories	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
LIBMAN	Fully	1.0	2011

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	2761	605198	425	110675	3186	715873
Reference Books	2650	421182	131	37000	2781	458182
e-Books	135000	5000	135000	5000	270000	10000
Journals	18	22725	4	40000	22	62725
e-Journals	6000	5000	6000	5000	12000	10000
Digital Database	25	125000	Nill	Nill	25	125000
CD & Video	77	6800	15	1700	92	8500
Library Automation	1	60000	Nill	Nill	1	60000
Others(s	84	80000	20	20000	104	100000

pecify)						
Weeding (hard & soft)	746	37300	Nil	Nil	746	37300
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
0	0	0	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	55	25	4	0	0	12	6	0	8
Added	0	0	0	0	0	0	0	0	0
Total	55	25	4	0	0	12	6	0	8

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

0 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
e-School	http://jvmt.org/Departments/e-School.pdf

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
5	3.36	8	7.67

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Yes, there are established system and procedures for the following: 1. Physical facilities The physical facilities including Laboratories, Classrooms and Computers etc. are made available for the students for which maintenance is done through annual contracts. The classrooms boards and furniture facilities are utilized regularly by the students and also sometimes by the other governmental and the non-governmental organizations. Two RO drinking water

coolers are regularly cleaned twice a month. Urinals and toilets are regularly cleaned by the sweepers. The maintenance and the cleaning of the classrooms, laboratories are done. The green lawn is maintained by few workers and a special gardener. The college has adequate number computers with internet connections and the utility software's are provided. The central computer laboratory connected in LAN is open for the students from 9.00 am to 5.00 pm. The library is provided with LAN facility for the computers and they are loaded with the library software for the students and teachers for OPAC, browsing and searching subject-related information. Computer related facilities, the ICT smart class rooms, college website and the related systems are provided and maintained regularly through contract with Adi Multi Corp. Amravati. The building maintenance contract is made with M/S Gajbhiye Constructions, Pandhurna (M.P.). The maintenance of UPS and the generator is regularly done by AMC at Sachin Electricals, Jalalkheda. Electrical, welding and the plumbing related maintenance is done with the help local skilled persons. The playground and gymnasium is maintained regularly as per the need by the concerned department. Wending Machine is available in girls common room which can be maintained as per the need. Transportation facility in the form of bus is available for the students. It's maintenance is done through servicing. Canteen and Student Consumer Store for students and staff are maintained by the canteen and store staff.

2. Academic and Support Facilities The academic and support facilities like library, the sports and the other platforms supporting overall development of the students like NSS, Competitive Examination Cell, and Women's Study Centre are open to the college students. Book bank facility is available to the students and staff which is maintained by the library. The activities like sweeping, cleaning of the library are done frequently by library and supporting staff. The sport department of the college has adequate infrastructure which is utilized by the students, staff and the local community and its maintenance is done through budget allocated. Some of the expenses are met through staff and outside users. Some part of maintenance of the competitive examination cell is compensated through the nominal membership fees during registration of students. There is difficulty counter in the college, where student's difficulties are solved. The scheme of adoption of Antyoday students is available for the poor but intelligent students. Remedial coaching is conducted for poor performers of the college. Skill based courses, value added courses and add on courses are available for the students for their professional development. Special care of poor and needy student is taken by providing them financial help.

<http://jvmt.org/files/SSR-Cycle-II.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Adoption of Students and Student Welfare Scheme	16	69550
Financial Support from Other Sources			
a) National	GOI, FREESHIP,	120	1073776
b) International	0	Nil	0

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Soft Skill Development Community College (Banking and Financial Services)	06/08/2018	50	Arvind Sahakari Bank Pvt. Ltd. Katol
Soft Skill Development Community College (Web Design and Animation)	16/08/2018	50	Arovan Web Pvt. Ltd. Nagpur and HM Network security Solutions, Aroli, Navi Mumbai
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Coaching for Competitive Exam and Career Counselling	75	145	4	12
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	4

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Various Organizations	45	6	Various Organizations	142	19
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
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2018	10	Bachelor of Arts	Arts	Jeevan Vikas Mahavidyalaya, Devgram	Master of Arts
2018	12	Bachelor of Arts	Arts	Other Institutions	Master of Arts
2018	4	B. Voc (Building Technology)	Science	Other Institutions	Other Professional Courses
2018	10	B. Voc (Food Processing and Engineering)	Science	Other Institutions	Other Professional Courses
2018	12	Master of Arts (Marathi)	Arts	Other Institutions	Other PG Programs and Professional Courses like MA/M.Phil/B. Ed. Etc.
2018	7	Master of Arts (English)	Arts	Other Institutions	Other PG Programs and Professional Courses like MA/M.Phil/B. Ed. Etc.

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	5

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Cricket	College Level	165
Volley Ball	College Level	105
Kabaddi	College Level	105
Chess	College Level	15
Athletics	College Level	70
Malla Khamb	College Level	40
Rope Malla Khamb	College Level	22
Volley Ball	University Level	105
FOLK DANCE	Institutional Level	20
SOLO DANCE	Institutional Level	15

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	NIL	National	Nil	Nil	NA	NA
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Student Council has a significant role in academic and administrative working of an institution. On the other hand, it develops leadership qualities and certain other life values among the students. The leadership qualities among the students lay down a stepping stone for actual academic and other kinds of developments. The college has a Student Council since its inception. It has been actively involved in setting academic and administrative culture of our Institution. The whole body of Council is constituted or formed on the basis of merit in University examinations. The meritorious students are chosen as class representatives (CR) and the class representatives elect their University Secretary (UR). This UR has the power to vote in the university elections as per rotation system of the university. In this way, the Institute follows a democratic procedure in formulating the Council. Till the academic session 2013-2014, such elections of Students' Council used to take place as per the Maharashtra University Act. As per new university Act introduced on 1st March 2017, new changes have been made in this council, but the guidelines from the university are not issued yet. The Council members are actively involved in hosting various socio-cultural events in the premises. Every year, there is lion's share of Students' Council in the organisation of college annual gathering. The Students' Council has always been at the forefront and as volunteers on different occasions and at various places. The Council works for literacy mission, cleanliness drive, awareness about viral diseases among the community. The council helps to include large number of students of the college in various committees. Any students who are interested in leadership, organizational behaviour, event planning or becoming more involved in the college are welcomed and inspired for involvement. All the students under the supervision of leaders and teachers participate and work for carrying out different activities in various committees. They actively participate in college activities including social events, community projects, helping people in need and college reform. With the advent of the new Maharashtra University ACT, the essential amendments in the act enhance a need of active and direct involvement of Students' Council in actual administrative setup of an Institution. It denotes more reliance upon students by shouldering major responsibilities upon them. The Students' participation plays a crucial role in the formation of a sound academic and administrative culture of the Institution. Thus, the students have active representation in college academic as well as administrative bodies as :

1. Internal Quality Assurance Cell
2. Subject-wise Advisory Committee
3. Women's Cell
4. Competitive Examination Cell
5. National Service Scheme (NSS)
6. Sports Committee
7. Cultural Committee
8. Annual Gathering Committee
9. Peace Club
10. Village Building Committee
11. Educational Tours Committee
12. Environment Committee
13. Alumni Committee
14. Library Advisory Committee
15. Continuing Adult Education
16. Publication Committee
17. Grievance and Redress Cell
18. Career and Counselling Cell

The College has involved student's active participation in all the academic and administrative committees of the institution in the session 2018-2019.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Yes, the Institution has registered Alumni Association by the duly competent authority (Charity Commissioner of the Region). Alumni association fosters the relationship between the alumni and alma mater. It bridges the widening gap between the former students and the institute to keep them in touch with the present growth, development and also the challenges before the institute. In the academic session 2017-2018, the college made registration of this council from the Charity Commissioner, Nagpur. It has been actively involved in setting academic and administrative culture of our Institution in a view to upgrade the quality enhancement of the Institution. The office bearer of this council are selected alumna working in various sectors and spheres of life and are contributing to enhance the quality culture. The college organises two meetings of Alumni in a year generally in Diwali vacation and at the start of session. They encourage our students to carve excellence for an integral development. Besides, the association always appears before the college management and staff members with their innovative suggestions to upgrade institute's social commitment stature. The association normally endeavours to formulate the students' welfare scheme to benefit the needy students who come from lower economical groups. As a result of it, every year, Alumni Association adopts one needy and orphan student and shoulders his/her responsibility of education. The college also gives admission to such students on free-ship. The efforts initiated by the alumni association for the Village Building Project state their genuine concern as a part of social commitment. The association has very positive suggestions for NSS-based activities to illustrate its social relevance. Some members visit the volunteers during the special camp at adopted village to encourage and suggest them. The alumni association, in this way, mirrors the positive efforts undertaken by the institute to enhance the quality at external as well as internal level. The Alumni Association works for the following motives- 1. To co-operate with college in carrying out the activities for the benefit of the students and college. 2. To work towards the achievements of better result and placement of the students. 3. To raise finance to be used for the benefit of the students. 4. To organize educational, cultural and sports activities for the benefit of the students. 5. To help needy students in kind or finance. 6. To take the problems of the students to the higher authorities on the recommendation of Principal. 7. To suggest, recommend ways and means for better teaching and functioning of the college. 8. Eminent, Experts and talented alumni are invited to college to deliver lectures and motivate students 9. On the basis of feedback obtained from alumni, the college modifies and updates all the academic performance and all other programmes. 10. Books are donated for library and the required infrastructural facilities are also provided. Thus alumni have maintained strong relations with the institution through various activities directly or indirectly and remains always in touch with the institution for the development.

5.4.2 – No. of enrolled Alumni:

561

5.4.3 – Alumni contribution during the year (in Rupees) :

10400

5.4.4 – Meetings/activities organized by Alumni Association :

Meetings/activities organized by Alumni Association in the Academic Session 2018-2019 are as: Meeting 1: 11th August 2018 Meeting 2: 25th February 2019 Free Yoga Pranayam Shibir organized by the Alumni Association in the last week of April 2019.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Yes. The institution provided effective autonomy to various officials in order to ensure a decentralized governance system in the academic session 2017-2018. The best two practices among them are 1) Organizational Hierarchy and 2) Formation of Teachers Academic committees. 1. The institute has an operational organizational hierarchy as follows: Principal Level- Principal is the Member Secretary of the governing body and Chairperson of the IQAC. He is at the apex of hierarchy. Vice Principle Level- Institution has one Vice Principal for Arts, Commerce, Science and B.Voc faculties. Vice Principal ensures the time-bound implementation of the operational policies of the institution. IQAC- Institution has an IQAC cell having experienced and efficient faculties. These faculties are aligned with the institutional vision and mission and authorized to suggest administrative and developmental policies for quality assurance in academic and organizational frame work. Faculty-In-charge and HODs- Institute has a Faculty-in-Charge for each faculty to ensure proper functioning of the academic and student activities. Every department has Head of the department for departmental planning and implementation. At faculty Level- The faculty members are given representation in various committees/cells nominated by the IQAC and other committees. Participation of almost all teachers is confirmed to give uniform exposure of duties for academic and professional development of faculty members. 2. The second practice of decentralization is the formation of Teachers Academic Committees. Following are the different College Academic Committees which have been nominated by IQAC in the academic session 2017-2018: Internal Quality Assurance Cell (IQAC), Admission Committee (Senior), Admission Committee (Junior), Library Committee, Examination Committee (University), Sports Games Committee, National Service Scheme (NSS) Committee, YCMOU Committee, Cultural Committee, Grievance Redressed Committee, Alumni Parents' Committee, Women's Redress Anti-Harassment Cell, Competitive Exam. Cell, Women's Study Centre, CERT Committee, Building Maintenance Committee, Account Audit Committee, Anti-Raging Cell, Environment Committee (EVS), B.Voc. Committee, Discipline Committee, Festival Committee, Canteen Administration Committee and College Board of Studies (BoS) The Principal in consultation with the teachers nominates different committees for planning and implementation of different academic, administrative, and student welfare policies. All academic and operational policies are based on the unanimous decision of the governing body, the IQAC and teachers' participation in various committees. The various committees ensure to cater the diversified need of all the stake holders. Participative management: The institution promotes the culture of participative management at the strategic level, functional level and operational level. Strategic level: The Principal, governing body, the IQAC are involved in defining policies procedures, framing guidelines and rules regulations pertaining to admission, examination, discipline, grievance, support services, finance etc. Functional level: Faculty members share knowledge among them and consider suggestions from students and non-teaching staff while working in different committees. Operational level: The Principal interacts with government and external agencies faculty members to maintain interactions with the concerned departments of affiliating university. Office staff joins hands with the Principal and faculties for the execution of different academic, administrative, extension activities.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Industry Interaction / Collaboration	<p>The college has formed 31 collaborations and MoUs with the industries, NGOs, companies and few reputed organizations. It provides on job training to the students. Industry experts frequently visit the college and deliver expert talks and interact with the students and make them aware about the needs and requirements of the industries to gain jobs. Besides this visits to industries give opportunity to students for experiential learning.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>Our institution has Knowledge Resource Centre having subscription of NLIST an INFLIBNET program and renowned national and international journals. Library is automated with LIBMAN and OPAC software to enable students to receive online records of available and issued book and journals on their smart phones. There is a separate e-Zone in library to provide Internet to the students. The physical infrastructure of the institution consists of ICT enabled classrooms, well equipped laboratories, Higher learning centre with sophisticated instrumentation facilities, one indoor stadium, auditoriums, administrative offices, canteen, clean hygienic toilets, staff rooms, women's cell, girl's common room, gymnasium, green gym, office for Sports and NSS, functional office of Employees, linked Cooperative society, ample parking space, vending machines in girls toilet, pure drinking water.</p> <p>For the safety purpose of the laboratories, the college has installed fire fighting equipment in labs and at important places in the premise. For the security and surveillance security guards are employed and CCTV cameras are installed everywhere. For the maintenance and cleanliness of the premise, services of housekeeping have been outsourced. The arrangement of ramp is made available in the building.</p>
Examination and Evaluation	<p>The examination and evaluation is an integral part of the learning process. Hence the college has formed a functional committee of efficient and experienced teachers for the conduction of college level and university level</p>

examination. The committee not only conducts unit tests and pre-university semester examinations but also maintain records to evaluate students. Apart from this the Central Educational Research and Training (CERT) wing of the college is specially meant for the evaluation of teachers and students which work throughout the year. Teachers are responsible for time bound evaluation and assessment of the students. There is a proper Mentor and Mentee system in our institution for the students counselling and their overall development.

Curriculum Development

Curriculum development and enrichment is ensured by designing several relevant short term courses. Some of the courses are sanctioned by the affiliating university and some others are run at the departmental level. These courses emphasise on skill development, entrepreneurship development and value addition of students. These courses are run by subject and industry expert. We take feedback and suggestions on curriculum from students, parents and alumni to make it job oriented.

Teaching and Learning

The institution is committed to provide best education to the students with the participative and innovative teaching methods. The students and teachers are engaged in various curricular activities such as industrial visits, Field work, surveys, experiential learning, group discussion, screen plays, in house and on field projects. This makes the balance between the theory knowledge in the class and the practical approach for grooming. We also have committees for evaluation and improvement of teaching abilities of teachers by taking timely feedback from the students. The concept of Difficulty Counter has introduced to solve students personal and academic problems.

Research and Development

The institution has a Research Advisory Committee which is committed to promote quality research in the institution. All the proposals for research projects are sent to various funding agencies through RAC. It also conducts national and international seminars/ conferences to promote

research. Teachers are encouraged to publish books, articles and papers jointly in various reputed journals. We have PG approved teachers and Ph. D. Research guide.

Human Resource Management

There is CDC which looks after the requirements of teaching and non-teaching staff. This committee makes necessary shuffle for ensuring right person at right place. The committee suggests to organize faculty development programs for skill development of staff members. The faculties are motivated to attend orientation, refresher and short term training courses conducted by external experts. The institute provides conducive environment by providing various facilities, benefits and privileges. There is a performance appraisal committee for evaluating the performances of staff members.

Admission of Students

The institution has an admission committee formed under IQAC which ensures to fulfil all norms of admission process laid down by the affiliating university and institution itself. The admission process for PG has been simplified by the implementation of online admission program. The prospectus of the institution consisting of detailed information of various courses run is made available free of cost on the college website and on the notice board. In the beginning, the registration process for admission is done and the selection list is also displayed on the notice board. The selection of the suitable candidates is done on the basis of merit and reservation quotas as described in the university norms. The online payment facility is provided to ensure the fast, easy and transparent admission system.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Planning and Development</p>	<p>The institute has College Development Cell which looks after planning and development of the institute. All the minutes of the meetings are computerised and share with the concerned members. Timely feedbacks and suggestions are also communicated to all the members through electronic</p>

media. The institute has provided digital infrastructure to prepare and forward proposals of the college development.

Administration

Academic and office administration is managed by the CMS software and ICT tools. There is a biometric attendance system for the staff and the record of the leaves and attendance is computerised. Students are notified by the short message system for important events like admissions, scholarships, sports and cultural events, placement drive etc. A big display is available in a visible area of college premises where all notices and information is displayed. For the office administration and accounting and auditing separate computers with necessary software and internet facility with printing facility is provided.

Finance and Accounts

The financial contents consisting of receipts of funds, projects, consultancy income, donations, staff salary and all other types of purchases and payment of various utility bills and taxes are maintained by CMS in digital form. The implementation of CMS has made the maintenance of financial records secure, easily accessible for accounting and auditing purposes. Due to this work load of the office staff has been reduced and transparency has been achieved in all financial transactions. The availability of computer with accounting software and internet facilities has simplified the accounting process.

Student Admission and Support

The admission process for the PG courses has been made online. Students have to register online on the link provided by the university. After successful registration, the students on the basis of preference of college seek admission depositing original documents and fees of the concerned course in the college. The details of the courses available in the college are made available on the college website and also in the admission brochure. The admissions of UG courses are off-line. In the beginning, admission forms are distributed, a merit list is displayed on college display board giving particular date of admission and thus admissions of UG

courses are done considering the category-wise quota given by the government. In-house students are given preference.

Examination

The College has the separate Examination Cell with equipped ITC tools necessary for the conduction of University and college examination. All the necessary equipment is permanently installed in Examination Cell such as desktop computers having internet facility for online procedure of question paper downloading and further activities for examination. Separate printing machines are provided to make photocopies of question papers. Attendance record of examinees is maintained online. Various faculties are using MOODLE cloud for conduction online examination. The students' examination record of college level examination is computerised and available in softcopy for internal assessment and evaluation

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	NA	NA	NA	Nil
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Faculty Development Programme on Modern Teaching-Learning Process and the Use of PPT	Nil	25/06/2018	27/06/2018	70	22

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NA	Nil	Nil	Nil	0
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	Nil	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>1. The Institution has its own staff credit co-operative society through which the short term and long term loan are disbursed to the teaching members according to the need e.g. construction of house, purchasing of vehicle, marriage, education of children etc. 2. The medical reimbursement facility is also available to the staff members as per the Government norms. 3. For updating the subject knowledge, the teaching members are allowed to participate in Orientation Programmes, Refresher Courses, and Short Term Courses etc. as and when they need. By participating in these courses, it is easy to go for Career Advancement Scheme as per the UGC norms. 4. Faculty Development Programme facility is also available in the Institution through which various staff members acquired Ph. D. and M. Phil. Degrees necessary for their career advancement. 5. At the time of superannuation</p>	<p>1. The Institution has its own staff credit co-operative society through which the short term and long term loan are disbursed to the Non-teaching members according to the need e.g. construction of house, purchasing of vehicle, marriage, education of children etc. 2. The medical reimbursement facility is also available to the staff members as per the Government norms. 3. For updating the working knowledge and office skill, the Non-teaching members are allowed to participate in workshops/ Development Programmes related to computer literacy, administrative skill etc. for the up-gradation of their knowledge at the start of the session. 4. At the time of superannuation considering the service rendered to this Institution teaching staff are felicitated by the Management. 5. The non-teaching staff are granted the different types of leaves such as earned leave, medical</p>	<p>1. GOI Scholarship 2. Chhatrapati Shahu Maharaj Scholarship 3. Institutional Level scholarship for toppers 4. Adoption of Students by the Institution 5. Students Medical and Health Check-up 6. Free Transportation 7. Fee concession to SC, ST and backward classes. 8. Difficulty Counter 9. Book-borrowing facility 10. Career and Counselling 11. Remedial Coaching for SC, ST and Minority students 12. Online Admission for PG Students 13. Online Examination Form Submission</p>

considering the service rendered to this Institution teaching staff are felicitated by the Management. 6. The teaching staff is granted the different types of leaves such as study leave, earned leave, medical leave etc. as per the norms of State Government and the UGC. 7. The Institution has developed the system of appreciation of both the teaching and non-teaching staff for acquiring academic degrees, awards, recognition by the Government and the non-government agencies / bodies. 8. The institution encouraged the faculty to pursue the Ph.D programme and takeover the major and minor research projects by offering various facilities to the staff members like internet lab, Library facilities and incentives. 9. The college sanctions duty leave to the teaching staff to attend the training programmes, seminar, conference, workshop, present paper, as Resource Person and for Examination duty etc. 10. Free transport facility to all teaching-staff. 11. Provision of UGC grants and management fund to pursue the research projects and publication of articles in journals and books. 12. Increments as per UGC norms are given to teaching members availing M.Phil and Ph.D degree at the time of appointment and during service also for Ph.D candidates. 13. PF and gratuity benefits as per government norms to teaching staff and

leave etc. as per the norms of State Government and the UGC. 6. Non-teaching staff is provided with the admissible allowances such as uniform allowance, washing allowance etc. 7. The Institution has developed the system of appreciation of both the teaching and non-teaching staff for acquiring academic degrees, awards, recognition by the Government and the non-government agencies / bodies. 8. The college sanctions duty leave to the Non-teaching staff to attend the training programmes and workshop meant for their development. 9. Free transport facility to all Non-teaching-staff. 10. PF and gratuity benefits as per government norms to Non-teaching staff and DCPS facility to those who joined after 2005.

DCPS facility to those who joined after 2005.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Every year, the college prepare Annual Budget of the Institution and get is sanctioned from the Management. The college has maintained account with Nationalised Bank, State Bank of India, Jalalkheda and Arvind Sahakari Bank, Katol. The accounts of the College are audited regularly. The College undergoes two types of audits. Internal Audit: The Internal Audit has been done by Dr. Raju G. Shrirame, Head, Department of Economics who has been appointed for carrying out Internal Audit. Every year, internal audit is done twice a year. During the Financial year 2018-2019, there is no objection pointed out by the internal auditor except few suggestions. The auditors certify the financial statements of the Institute and issues auditors' report. External Audit: External Audit of the Institution is done regularly for the Financial Year ending on every 31st March. The external Auditor verifies income and expenditures of various aspects. Receipts and payment vouchers of daily transaction are checked by external auditor after scrutinizing and preparing the income and expenditure statement. The Institution has appointed "Rajiv Menghal Company", Chartered Accountant, Nagpur, Maharashtra (Registration No: M. No. 43924). The college completed external audit of NSS, UGC Schemes etc. from the authorised Chartered Accountant. Various government departments verify usually the funds received and disbursed by the College. In this respect, following are the External Auditors: • Audit by Auditor General, Nagpur • Audit by State Government of Finance Department • Scholarship Audit • EBC Audit • Assessment Audit: Government Department of Higher Education Maharashtra through Joint Director of Higher Education, Nagpur Region, Nagpur completes regularly the assessment of salary and non-salary expenditure and fix the grants of the College by verifying the records of expenditure incurred.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Dr. Subhash P. Kumbhare	25000	For infrastructural development of the institute.
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6.4.3 – Total corpus fund generated

25000

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	VSPM Academy of Higher Education, Nagpur (Maharashtra)	Yes	Dr. Raju Shrirame, HoD Economics-Teacher Representative/Member of IQAC
Administrative	Yes	VSPM Academy	Yes	Dr. Amishi

of Higher
Education,
Nagpur
(Maharashtra)

Arora,
Principal,
CIMBRD, Nagpur
(Maharashtra)-
Administrative
Officer/ Member
of IQAC)

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

The parent – teacher association of the college had conducted parent teacher meet. The following three activities were conducted: • Making parents aware about facilities provided by the college for the students • Taking feedback for the parents on curriculum development • Counselling of parents about career opportunities for their children

6.5.3 – Development programmes for support staff (at least three)

1. Workshop on "Garden and Its Maintenance" on 30th June 2018 2. Workshop on "Lab skill training" for the laboratory staff of Chemical and Life Sciences on 17th July 2018 3. Program on "Health and Hygiene" on 31st October 2018

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Start of B.Sc. Program in English Medium 2. Start of B.Com Program in Marathi Medium 3. Start of B.Voc in Automotive Program 4. Start of B.Voc in Software Development Program 5. Completion of Indoor Sports Complex

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	Yes
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	A Three-day Faculty Development Programme (FDP) on the topic "Modern Teaching-Learning Process the Use of PPT"	25/06/2018	25/06/2018	27/06/2018	85
2018	Meet on "Youth for India"	11/08/2018	11/08/2018	11/08/2018	240
2018	Guest Lecture on "Use of Library and Internet Resources"	13/08/2018	13/08/2018	13/08/2018	270

2018	Guest Lecture on "World Peace"	24/09/2018	24/09/2018	24/09/2018	207
2018	Guest Lecture on "Importance of Yoga and Pranayama in Human Life"	28/09/2018	28/09/2018	28/09/2018	248
2018	Expert's Meet on "Students Career Counseling and Placement"	03/10/2018	03/10/2018	03/10/2018	170
2019	Guest Lecture on "Swami Vivekanand's Thoughts and Western World"	12/01/2019	12/01/2019	12/01/2019	210

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Matoshri Manjulabai Bhoge Music Academic Programme	28/09/2018	28/09/2018	180	130
Expert's Meet on "Women Harassment at Workplace: Issues and Concern"	27/12/2018	27/12/2018	150	80
Workshop on "Health and Personnel Hygiene Awareness"	17/01/2019	17/01/2019	210	70
Expert's Meet on "Legal Rights of Women"	08/03/2019	08/03/2019	170	55

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

For Environmental Consciousness and Sustainability/Alternate Energy initiatives, the following efforts have been done by the institution as: A) Environmental Consciousness and Sustainability 1. Maximum Oxygen providing trees are planted in the campus, Oxygen Park is maintained, the entire campus is lush and green, pollution-free, plastic-free and noise-free that gives the feeling that we are in the lap of Nature. Green audit is conducted in college campus. 2. Environmental Awareness Programme is conducted in College campus to create awareness among students about the importance of water conservation, natural resources and Solid Waste Management. 3. Awareness Programme for people regarding Idol Immersion in small ponds during "Ganesh Festival" is conducted to make students aware about the cleanliness and conservation of river Ecosystem and to make students socially active. Every year, the immersion of the College Lord Ganesha is done in the tank available in the college campus to spread awareness and to show model. 4. The garbage, tree-leaves generated from Campus is collected and dumped to unused area in the campus and that is later used for Vermi compost fertilizer with the help of supporting staff. 5. Replacement of CFL lights by LED is in progress. 6. Implementing energy saving techniques is ensured by checking that all the lights and fans are switched off by floor peons and staff after completion of the work of the day. Classrooms are having small green patches adjacent to each room for freshness and are made with sufficient cross ventilation and light so that the use of electricity can be minimized. Slogans like "Save Power", "To save Energy is to create Energy" are displayed in the classrooms. This shows the institution's commitment towards energy conservation. 7. Rain water harvesting system is done in college campus. 8. Electronic garbage is sold after regular interval as per the need. B) Alternate Energy Initiatives (Renewable energy sources) • The college campus has total power requirement of 3Kwh. Out of which 2.2 Kwh is required for bulbs and near about 0.3 Kwh is required for others. The college has purchased Generator to suit the requirement of extra load. In near future, the Institute has planned to install Solar Power Energy set up for the entire college building and campus.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	2
Rest Rooms	Yes	1
Scribes for examination	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	11/07/2018	1	Tree-plantation	To save environment	230
2018	1	1	05/06/2018	1	Rally	To save	217

			018		and Street-plays for the counseling of villagers regarding Carbon Pollution	environment	
2018	1	1	15/12/2018	1	Programme on PAANI Foundation for water conservation	For water conservation and to increase water-level	190
2018	1	1	22/12/2018	6	Plastic and Congress Herb Eradication Rally for Aids Awareness, Hagandari Tanta-mukta Gao, Cleanliness, Addiction - free Youth	To make campus clean and toxic-free	110
2018	1	1	27/12/2018	1	Blood Donation and Health Check-Up for Villagers	For Health Awareness and identification of Blood-group	160
2019	1	1	27/12/2018	1	Workshop for Women on Health and Sanitation	To increase health awareness	220
2019	1	1	17/01/2019	1	Gram Bhushan Puraskar to an Ideal Villager on Republic Day	To reward their dedicated work and to inspire others from them	370
2019	1	1	26/01/2019	1	Awareness	Awareness	132

					Programme for Online and cashless transaction	Programme	
2019	1	1	05/02/2019	5	Yoga Pranayam Shibir for Community	For increase awareness of health in the community	270
2019	1	1	20/04/2019	10	Sanskar Shibir for Village Youths	To imbibe morale values in the youth	110
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Conduct for Students	28/04/2018	<p>CODE OF CONDUCT FOR STUDENTS</p> <p>1 All the students shall make themselves acquainted with the rules and regulations notified for their conduct. Ignorance of the rules will not be accepted as an excuse for their violation</p> <p>2 Students who come to college in their own transport should reach five minutes before.</p> <p>3 To come out of the class without the permission is the violation of rules.</p> <p>4 No one will be allowed in the campus without college uniform and identity card.</p> <p>5 During teaching hours, students will not bunk classes.</p> <p>6 Any sort of raging is strictly prohibited in the campus. Anyone found, strict disciplinary action will be taken against him/her.</p> <p>7 Any sort of misbehavior with girl-students, teasing is not permitted in the campus.</p> <p>8 In the absence of teacher, Students will</p>

spare their time in the library. 9 Running, Playing, Whistling or shouting inside the college building is not allowed. Throwing bits of chalk, stones and other or teasing fellow students is strictly forbidden. 10 Chewing of tobacco, gutaka, smoking and other addicted substances are strictly prohibited in the campus. If anybody found guilty in this matter, a strict disciplinary action will be taken against him/her. 11 Sports students should remain present on the ground during morning and evening hours as per the instructions. 12 Personal cleanliness and hygiene are expected from all, Uniform must be neat and clean. 13 Students should not use mobile phones in the campus. 14 Students are the caretakers of the college property. Any damage done to college property, even by accident should be brought to the notice of principal. The student who spoils the walls or damage any college furniture shall have to make up the loss of goods. 15 Student must not stand in the varanda and near the class rooms during the class hours. While passing along the varanda during class hours, students shall keep silence. 16 Respect your elders and teachers, greet them as a gesture of respect and love whenever you meet them. 17 Student shall not leave the college campus on any account during the teaching hours.

conduct (ethics) of any organization is well-planned guidelines about the nature of working and future growth of the organization which shows values and commitments of employees with the employer. A well written code of conduct clarifies an organizations mission, values and principles, linking them with standards of professional conduct. The main objectives of framing the code of conduct is to maintain discipline in the campus imbibe moral values among the employees to work with dedication and make aware of sincerity and punctuality about duty and to make our institution one of the best research institutes of international standard. Rules/ Regulations for Employees

1. Employee should reach before 10.00 minutes of the allotted time.
2. Employee must be in uniform with Identity Card.
3. Use of mobile during working hours and in the personnel department is strictly prohibited. In case found, a strict action will be taken.
4. Employee must submit his/ her daily notes regularly before going to class.
5. Employee must keep complete records of allotted work. The Principal may demand at any time.
6. While in campus, communication in English will be preferred.
7. Maximum 8 C.L. will be allotted in one academic year, 3 late marks will be counted as 1 C.L.
8. Employee while leaving the campus during

working hours will mention the time of departure and arrival in the Halchal register. 9.

Chewing of tobacco, gutaka, smoking and other addicted substances are strictly prohibited in the campus. If anybody found guilty in this matter, a strict disciplinary action will be taken. 10. Loose-talking in the college premise is strictly prohibited. 11. Leave application without sanction will be considered as LWP. 12.

Communication with parents must be polite and in simple manner. No rude behavior with the students. 13. A strict disciplinary action will be taken against Eve-teasers. 14. Teacher must enter the class with necessary teaching aids to make the class-teaching effective. 15. There should not be any classbias among the staff members in the college campus. 16. Employee shall co-operate in all college- related activities even if these happen on Sunday or Holiday. 17. Every

employee shall participate in college activities/ programs with strict adherence to time management and discipline. 18. Teacher will make only subject-oriented discussion in the premise. Unnecessary standing in verandah, canteen-side without authentic reason is strictly prohibited. 19.

Sports Teacher will conduct regular lectures on ground and must participate in university/ state/

national level sports competitions. 20. The Head of Learning Resource Centre (Library) would maintain the discipline in the library and would offer best services to the students and staff.

21. The Learning Resource Centre (Library) will organize Books exhibitions, updates of new arrivals from time to time and will increase library working hours during examination. 22.

In every academic session, senior college teacher shall publish at least two papers in the reputed UGC approved e-journals, one of them should be in international journals.

23. Non-teaching staff will observe that the office audit, salary sheet, other financial work related to college is maintained through computers. 24. Non-

teaching staff will observe that the timely disbursement of students' scholarship, certificates/ documents is done within time period. 25. The

supporting staff (Peon) will maintain neat and clean premise, maintain and take care of goods and the equipment of the institution. 26. Corporal

punishment is strictly banned in the college premise. Anyone found guilty of giving corporal punishment shall not be excused. 27. All the

staff has to mention the time of his/ her arrival on the attendance register along with the signature. 28. Every

employee shall be responsible for strayed instruments/ materials in

		<p>the premise. They will maintain it with the help of supporting staff. 29. Every employee shall take care that the class furniture is well maintained and classes are neat and clean. Every employee should follow the above rules/ regulations to make the institution ideal.</p> <p>Devgram Dr. Devendra Bhongade 28th April 2018 Principal, JVM</p>
<p>Code of Conduct for Head</p>	<p>28/04/2018</p>	<p>Code of Conduct for Principal The Principal is the academic and administrative head of the institute and works for the growth of the institute. • The Principal monitors admissions, examinations, evaluation for smooth functioning of the system. • The Principal is authorized to nominate, coordinators, members and other administration functionaries in various committees. He is responsible according extension or changes various functionaries in the administration, with the approval of Academic Council. • The Principal holds Ex-Officio member's meetings as per the norms. • The Principal coordinates and motivates the faculty, administrative authorities and the supporting staff, so as to play their respective roles more effectively. • The Principal works for the common goal of providing effective education and guiding to enable the students to carve out promising career and lifelong learning. • The Principal is the spokesperson of</p>

the Institution and shall take part in Regional, National and International conventions in serving the cause of development of education in particular. • The Principal along with all the staff working under him, is singularly and collectively responsible to the Board of Governors, Academic council, University, State Government, UGC, students and parents for the smooth and effective functioning of the college. • The Principal takes care of the academic and financial administration, generally guided by the rules and regulations as well as the norms laid down by RTM Nagpur University, UGC, State Government and the Governing body of the college. • He shall be assisted by various heads of the departments, senior faculty members and various committee coordinators. • In matters related to decision implementation, Principal will be assisted by the Governing Body of the Institution.

Code of Conduct for Management

28/04/2018

Powers and Functions of the Management Body • The management gears up the Mission Vision of the society in tune with the objectives of the Institution. • The management constantly focuses on the Antyodaya strata of the society. • Members elected or nominated shall have a term of five years. • They prepare the budget and financial statements. • They recommend to the management for the creation of teaching and other posts, for

improvement of the standards of teaching in the college. • The management committee shall have full control over the working of all institutions under the committee. The College Development Committee (CDC) meets at least twice a year. Summon the meetings of any kind of the General Body and from their agenda. Consider the appointment, dismissals, promotions and punishment of staff.

- To promote intellectual: moral, cultural, spiritual and physical advancement of the people in general and of the fair sex: • To promote youth ideals of simplicity of life, dignity of labour, national out-look, educational technical, vocational or otherwise, as may be decided from time to time: • To inaugurate and maintain institutions, education, technical, vocational or otherwise as may be decided from time to time. • The Society adopts poor, needy and destitute in the community.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day	21/06/2018	21/06/2018	180
World Population Day	11/07/2018	11/07/2018	190
August Revolution Day	09/08/2018	09/08/2018	150
Independence Day	15/08/2018	15/08/2018	270
Birth Anniversary of Mahatma Gandhi Lal Bahadur Shashtri	02/10/2018	02/10/2018	210
World AIDS	01/12/2018	01/12/2018	190

Awareness Day			
Dr. Ambedkar Death Anniversary	06/12/2018	06/12/2018	220
Nation Service Scheme (NSS) Camp	27/12/2018	27/12/2018	100
Sabitribai Fule Birth Anniversary	03/01/2019	03/01/2019	180
Indian Republic Day Celebration	26/01/2019	26/01/2019	260
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Initiatives taken by the college towards making the campus eco-friendly are 1. Oxygen Park: The college has Oxygen Park having the plants of "Holi Basil (Tulsi). The park helps in maintaining the carbon dioxide- free environment.

2. Students and staff using bicycles, public transport (Bus, Auto-rickshaw), walking: The students are aware about use of bicycles and they are using bicycles for up and down purpose. Most of the students are from economically poor background, they come to college without any means of transportation. Some of the students use bicycles, bus and auto-rickshaw for coming to the college. Those who live in village prefer walking rather using any transportation system. So, the campus is pedestrian-friendly and many citizens and past students visit the college for their daily morning walks. Some of the staff members prefer public transport for up and down.

3. Plastic-free campus and Paperless office: To avoid the environmental pollution, papers and CDs are sold to vendors for recycling. Considerable office communication is carried out digitally. Students are made aware of the hazards of plastic. As there are no retail-shops in the campus, use of plastic is minimum.

4. Green landscaping with trees and plants: The campus has lush green canopy of trees and green garden that helps to make the campus healthy, beautiful and carbon neutralized. The college undertakes planting of saplings every year during monsoon period and nurtures them not only in the campus but also in the nearby villages. Care has been also taken to replace the deceased plants by new. College has green nursery having the collection of different species of plants. There is a farm of Tectona grandis (Sagwan tree) by the side of the college campus. The entire campus is enchanting. The Institution has appointed special Gardner to maintain the park and lawn. The design of college building is such that each classroom is attached with Green Yards which help to keep teaching-learning process more interesting. The students during ease time sit in the lawn and discuss on their subject-related topics.

5. Waste Management: The garbage, tree-leaves generated from Campus is collected and dumped to unused area in the campus and that is later used for Vermi compost fertilizer with the help of supporting staff. All drainages including urinals are piped in such a way that the waste material is collected at one point to use for compost.

6. Water Harvesting: The Institution has its own water facility for drinking and daily use. The entire building has water harvesting set up that collects the rain water and is poured in the bore through pits attached with harvesting pipes. Thus rain -water is also taken care of. Extra water flowing through the tap is also circulated in the bore. The intension is to save each drop of water.

7. Energy Conservation: Efforts are taken and measures are being implemented to

reduce the power consumption like purchasing of LED lights etc. and also planning to install solar panel in the campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice: 1 CAP (Career, Academic Physical) Building Project for Students

1. Title of the Practice CAP (Career, Academic Physical) Building Project 2. Goal To make career, academic and physical development of the students so that they should become ideal citizens by imbibing moral values. 3. The Practice The college has started CAP project with the help of society by keeping in mind the Vision and Mission of the institution. In this project, seven wings are formed as 1. Career Academy 2. Sport Academy 3. CRET (Centre Education Research Ttraing) 4. Beautification Maintenance 5. Extension Services 6. Village Building 7. Alumni Welfare. For character, academic and physical building of students houses are created which contribute for students all-round development. In each wing, individual co-ordinators are appointed who give motivation to the faculty and students which help to improve their performance. An evaluation scale has been made for measuring the performance of each wing. After every month, principal of the college takes review of these co-ordinators and give suggestions from time to time. Through this project regular evaluation of the faculty and students is carried out. Separate data is maintained by these wings related to teachers' action plan, action plan of sport teacher, students' performance, teacher's evaluation, analysis of teachers' evaluation report etc. The principal with the help of project director and co-ordinators give remedial suggestions whenever required to the concerned teacher and for student's point of view regarding teaching methods. Action plans for teachers are made where focus is given on self-up gradation of the teachers in terms of teaching skills and their routine work. Similarly, these wings do action planning for students for their overall development. The details of wings are following.

1. Career Academy This wing works on career building of the students in various fields. Students are guided according to their interest capability and efforts are taken for students' career planning. By considering the need of soft skills for their bright career, students are encouraged to take part in various cultural activities, oratory competitions etc

2. Sports Academy This wing works on development of the students in various sports such as Kabaddi, kho-kho, Volleyball, Tennis, Athletics, football, cricket, malla-khamb, weight lifting, karate, yoga etc. The efforts are taken to prepare students for state, national, international level sports according to their interest capability.

3. CERT Academy The wing of Central Educational Research Training (CERT) is the third wing of the project plan formed to improve teaching-learning quality of the institution. The wing works in the direction of research and training of the students.

4. Beautification Maintenance The wing is important for its contribution for charming campus. This wing take care of activities related to green campus garden, nursery, mountain, different species of plants with the participation of students and teachers.

5. Extension Services The wing organises various extension activities to inculcate among students the sense of social responsibility. These extension activities help to make villagers aware about social problems such as malnutrition, situational disease. This wing also conducts awareness rally with the participation of students, teachers and villagers.

6. Village Building Under this wing, adoption of village 'Thugaondeo' (Devgram) under "Gram DattakYojana" has been done by our institution whose goal is to make the village ideal and prepare a role model for others by giving the message that an educational institution can make villages ideal which is the need of the hour. For this purpose, we have formed ward-wise eleven 'Seva- mandals' Each seva-mandal is geared-up with one employee who acts as a co-ordinator. The co-ordinators with the help of all the stakeholders regularly organise meeting and plan for action to be taken

considering the views of senior citizens and gram-panchayat. All the co-ordinators communicate to Project Co-ordinator and thus the institution has established a rapport with the community. It helped the institution to create healthy relations and faith in the institution discharging social responsibility. 7. Alumni Welfare This wing organises different programs for the alumni so that they can maintain their bond (relation) with college. The reputed alumni who have their names in the various fields come to the college to guide the students and to provide assistance in terms of finance and directions for better performance in their fields. Many programs are conducted recently in the college. 4. Evidence of Success: This practice proved very fruitful to us. The faculty of the college started upgrading their teaching-learning process making use of ICT (PPTs) in class room teaching. Every faculty members purchased his own laptop and prepared PPTs of different topics for upgrading the teaching method. It has positive impact on student performance. Some students of the college secured rank in university merit list. Competitive examinations are cracked by our students. Some students are able to win prizes in competitions organised by college and also university. The students of the college are excelling in various examinations. Number of students securing first class has increased. Most of the students became self-explanatory. Grasping of slow- learner are increased. Students take more interest in teaching -learning process. Maximum number of students is participating in games and sports at district, state, national level. Some students are able to win prizes in sport competitions organised by college and also university. The sports culture seems generating. The campus has also enriched. 5. Problems Encountered and Resources Required: In the beginning, the college has to prepare faculty from this point of view. But their commitment and dedication materialized this work of great importance. Sometimes faculty has to devote extra time apart from regular college timing but the faculty adjust all these. The extra resource required for this purpose is made available by the college with the help of management. Best Practice: 2 Adoption of Village 'Thugaondeo' (Devgram) under "Gram Dattak Yojana" 1. Title of the Practice Adoption of Village Thugaondeo by the Institution 2. Goal To make the village ideal and prepare a role model for others by giving the message that an educational institution can make villages ideal which is the need of the hour. 3. The Practice The institution decided to adopt village Thugaondeo in a formal programme at Mannatheshwar Temple on 1st January 2016 in presence of all the stakeholders of society (i.e. employees, students, citizens and gram- panchyat members) and pledged to make it ideal on the path Popatrao Pawar's Hiwari Bazar and Anna Hajare's Raneganj Siddhi in Maharashtra. The work is based on Rashtrasant Tukadoji Maharaj's concept "Gram Unnati". For this purpose, we have formed ward-wise eleven 'Seva- mandals' (as- Gurudeo Panchayat Gurudeo Seva-mandal Gurudeo Jesta Nagrik Seva-mandal Gurudeo Mahila Mandal Gurudeo Haritgram Mandal Gurudeo Gram-swachhata Mandal Gurudeo Nirogigram Seva-mandal Gurudeo Krushi Seva-mandal Gurudeo Dugdha va Pashupalan Seva-mandal Gurudeo Vyasnmukti Seva-mandal and Gurudeo Tantamukti Seva-mandal.). Each seva-mandal is geared-up with one employee who acts as a co-ordinator. The co-ordinators with the help of all the stakeholders regularly organise meeting and plan for action to be taken considering the views of senior citizens and gram-panchayat. Every individual of the village helps in this missionary work. The arrangement of the seva-mandals is so made that each member of the community gets participation in the committees and assumes some responsibility. The regular review of all the seva-mandals is taken by the Project Co-ordinator and he helps in monitoring and easy feasibility of work and activities by seva-mandals. All the co-ordinators communicate to Project Co-ordinator and thus the institution has established a rapport with the community. It helped the institution to create healthy relations and faith in the institution discharging social responsibility. 4. Evidence of Success: The adoption of a village by any educational institution is a missionary work which cannot be made obligatory to

any employees unless there is a sense of devotion and commitment among the employees for community. The institution has succeeded in overcoming this and started working in the community. On the demand of local people the name of village Thugaondeo (Marathi meaning spit village) changed into Devgram (village of God) which was the first step towards village building, because of this we are able to win the trust of villagers which matters lost for us. Institution took lots of effort to change the name of village. We have photographs of various meetings of seva-mandals, programmes, meetings with government officers regarding counselling of villagers, counselling about agriculture, community prayer, gram-swachhata, shibirs etc. taken at different occasions. The same can be checked by direct talking with the villagers. The employees for this sake regularly devote extra hours in the community apart from duty hours as per the responsibility assigned to them. Platforms are made around trees in market area from scattered stones. Taking in consideration the health issues we prepared villagers to take resolution to use toilet regularly. Because of the collective contribution for the aim of village building, the sense of co-operation and social responsibility among villagers has increased. Now Devgram (Thugaondeo) is Tanta Mukta Gaon (Quarrel Free village). We cannot imagine Village Building without empowering women. We have taken lots of effort to empower village women.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://www.jvmt.org/NAAC/Best-Practices-of-the-Institution.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The institution has been engaging in the educational service with a unique vision of its own to uplift the Antyodaya (downtrodden economically backward) youth (people) in rural area by providing quality education since its inception. The college mostly caters to the higher educational needs of the students from the surrounding villages who are not able to migrate to big cities for their higher educational needs. The college is an educational hub that has all modern facilities and subjects which necessary (required) for all-round development of students. The institution has started traditional course such as B.A. in 1996. On local students' demand of PG, college also started M.A. in Marathi English. By considering future demand in the field of business and skill oriented industry and NAAC suggestion we have taken special efforts to start following courses to meet the expectation in the current era. B.Voc: 1. Food Processing Engineering 2. Building Technology 3. Software Development 4. Automotive 5. Horticulture Community College: 1. Software development 2. Dress Designing Fashion Technology 3. Banking financial services B.Sc: 1. Physics 2. Chemistry 3. Mathematics 4. Computer Science 5. Zoology 6. Botany 7. Microbiology B.Com: 1. Commerce The Institution has tried best to reach students to acquire such professional and skill oriented education. The college also started Add-on Value added certificate courses such as Internet Application, Library information Science, Communication Skills, Swayamsiddha, Bar bender Fixer, Savitri Shivankala Centre, Sanskar Shibir, Water Shed Management. All these courses equip students with global competencies so that they could face the need of the industries. The college is very alert regarding teaching-learning process which plays vital role in all-round development of students for bright future. The college has started CAP (Character, Academic, Physical) Building project to maintain the quality of education with the help of management/society. Students are guided according to their interest capability. In this project, seven wings are formed as: 1. Career Academy 2. Sport Academy 3. CERT Academy 4. Charming Campus Academy 5. Extension Services

6. Village Building 7. Alumni Welfare In these wings, individual co-ordinators are appointed who give motivation to the faculty and students which help to improve their performance. Activity Wing is based on cultural activities. Through this wing, maximum number of students are encouraged to take part in various cultural activities, oratory competitions etc. An evaluation scale has been made for measuring the performance of each wing. After every month, principal of the college takes review of these co-ordinators and give suggestions from time to time. The institution has Parent Guardian (Mentorship) scheme in which students are guided about academic stress related issues by their respective teacher. There is Difficulty Counter for students to share their problems. There is provision of 'Complain Box' to maintain transparency. NSS, Competitive Cell, Remedial Coaching are also play vital role in students' development. Under 'Student Adoption Scheme' every year three poor needy but intelligent students are adopted by the institution to help and educate them for

Provide the weblink of the institution

<http://jvmt.org/files/Academics/CoursesOffered.pdf>

8.Future Plans of Actions for Next Academic Year

The future plan of the Institution for the Academic Year 2019-2020 are as: 1. To prepare for the Assessment and Accreditation of the College by NAAC in 'A' Grade. 2. To start Library Science Military Science and Home Economics subjects at BA (UG) level. 3. To start MA Economics (PG) Program 4. To increase collaboration with industries. 5. Maximum organization of self-finance seminars, conferences, workshops research activities. 6. Organization of UGC Sponsored/ ICSSR Sponsored National Seminar/ Conferences. 7. To prepare the best recording centre 8. To continue the work of ideal village building with the help of employees and students. 9. Completion of Ph. D. Research work of the remaining faculty. 10. To motivate the faculty members for Refresher and Orientation courses. 11. To expand infrastructural facilities in the premises. 12. To increase greenery and pollution-free campus for conducive environment. 13. To increase the percentage of students' placement in different sectors.