



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

**ARVINDBABU DESHMUKH MAHAVIDYALAYA
BHARSINGI**

- Name of the Head of the institution **Dr. Vijay W. Dhote**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **957105233329**
- Mobile No: **7083090190**
- Registered e-mail **adm_v_bharsingi@rediffmail.com**
- Alternate e-mail **vijaydhote91@gmail.com**
- Address **At.-Bharsingi, Tah.-Narkhed,
Dist.-Nagpur**
- City/Town **Bharsingi**
- State/UT **Maharashtra**
- Pin Code **441305**

2.Institutional status

- Type of Institution **Co-education**
- Location **Rural**
- Financial Status **Grants-in aid**

- Name of the Affiliating University **Rashtrasant Tukadoji Maharaj Nagpur University Nagpur**
- Name of the IQAC Coordinator **Dr. Prakash D. Pawar**
- Phone No. **957105233329**
- Alternate phone No. **957105233329**
- Mobile **8806294757**
- IQAC e-mail address **adm_v_bharsingi@rediffmail.com,**
- Alternate e-mail address **pdpawar700@gmail.com,
shrikantthakare3@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

https://adm.edu.in/uploads/documents/1645113373_aqar_2019_20.pdf

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

https://www.adm.edu.in/uploads/documents/1646454165_academic_calendar_2020_21.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	NA	2005	20/05/2005	20/05/2010
Cycle 2	B++	2.81	2017	27/11/2017	27/11/2022

6. Date of Establishment of IQAC

20/07/2010

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Arvindbabu Deshmukh Mahavidyalaya Bharsingi	Nil	Nil	Nil	0

8. Whether composition of IQAC as per latest

Yes

NAAC guidelines

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year 4

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

Regular meetings of IQAC for conduction of various academic activities as per the prepared academic calendar.

Conduction of International, National, State level activities 1. International Conference on Contemporary approaches and application in physical education and sport sciences in collaboration with RTMNU sport association during 26-27 March 2021. 2. National conference on Emerging trends in Science and Technology on 10 June 2021 3. State-level quiz competition on National science day 27 February 2021 4. departmental workshop/seminar/guest lectures etc.

Regular submission of AQAR, for the academic session 2019-20 AQAR has been submitted in December 2020

Conduction of activities under the head social activities, awareness programme, Best practices, academic audit, training program, alumni meet, parent-teacher association activity, etc.

Collection of feedback from the stakeholders and take their suggestions to follow up in IQAC meetings.

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

Plan of Action	Achievements/Outcomes
To prepare academic calendar from affiliating university academic calendar and run academic session as per it.	Various academic activities are planned and conducted as per mentioned in academic calendar by committee convener, departments, faculty members etc.
To conduct International conference in collaboration	International Conference on Contemporary approaches and application in physical education and sport sciences in collaboration with RTMNU sport association and other institutes during 26-27 March 2020
To conduct national conference	National conference on Emerging trends in Science and Technology on 10 June 2021 3. State level quiz competition on National science day 27 February 2021
To conduct workshop, seminar, guest lectures, quiz competitions	Departments conducts workshop/seminar/guest lecture/quiz competition during academic year
Plan of action prepared for conducting the online classes due to covid-19 pandemic situation	All the faculty members given short training for conduction of online classes and faculty member conducted online classes, practical's, competitions, social/awareness program, conferences, seminar/webinar using online education platform.
Conduction of Social, awareness program, alumni meet, parent teacher association activity, training program, IPR workshop	During academic social activity, awareness program, alumni meet, parent teacher association activity, IPR workshop are conducted during academic year.,
To encourage faculty member for improvement in research activities	Dr. Amit Gadre, Assistant professor department of physics received National patent. 48 research papers are published by faculty members in

	International/National reputed journals and conference proceedings. Some faculty edited chapter in books of National publications.
To encourage students to participate in national/ state/university level activities	Mr. Lilaram Bawane received bronze medal in Interuniversity half marathon at Bhubaneshwar and also got selected for world interuniversity games at China.
To celebrate Birth/death anniversary of renowned peoples and also conduct human value related program	Birth/Death anniversary program and human value associated program are regularly conducted during academic year.
To conduct internal academic audit	Internal academic audit for session 2019-20 conducted by the IQAC in September 2020

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

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	11/02/2022

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	ARVINDBABU DESHMUKH MAHAVIDYALAYA BHARSINGI
• Name of the Head of the institution	Dr. Vijay W. Dhote
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	957105233329
• Mobile No:	7083090190
• Registered e-mail	adm_v_bharsingi@rediffmail.com
• Alternate e-mail	vijaydhote91@gmail.com
• Address	At.-Bharsingi, Tah.-Narkhed, Dist.-Nagpur
• City/Town	Bharsingi
• State/UT	Maharashtra
• Pin Code	441305
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid
• Name of the Affiliating University	Rashtrasant Tukadoji Maharaj Nagpur University Nagpur
• Name of the IQAC Coordinator	Dr. Prakash D. Pawar

• Phone No.	957105233329				
• Alternate phone No.	957105233329				
• Mobile	8806294757				
• IQAC e-mail address	adm_v_bharsingi@rediffmail.com,				
• Alternate e-mail address	pdpawar700@gmail.com, shrikantthakare3@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://adm.edu.in/uploads/documents/1645113373_aqar_2019_20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.adm.edu.in/uploads/documents/1646454165_academic_calendar_2020_21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	NA	2005	20/05/2005	20/05/2010
Cycle 2	B++	2.81	2017	27/11/2017	27/11/2022
6.Date of Establishment of IQAC			20/07/2010		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Arvindbabu Deshmukh Mahavidyalaya Bharsingi	Nil	Nil	Nil	0	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	4	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
Regular meetings of IQAC for conduction of various academic activities as per the prepared academic calendar.		
Conduction of International, National, State level activities 1. International Conference on Contemporary approaches and application in physical education and sport sciences in collaboration with RTMNU sport association during 26-27 March 2021. 2. National conference on Emerging trends in Science and Technology on 10 June 2021 3. State-level quiz competition on National science day 27 February 2021 4. departmental workshop/seminar/guest lectures etc.		
Regular submission of AQAR, for the academic session 2019-20 AQAR has been submitted in December 2020		
Conduction of activities under the head social activities, awareness programme, Best practices, academic audit, training program, alumni meet, parent-teacher association activity, etc.		
Collection of feedback from the stakeholders and take their suggestions to follow up in IQAC meetings.		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
To prepare academic calendar from affiliating university academic calendar and run academic session as per it.	Various academic activities are planned and conducted as per mentioned in academic calendar by committee convener, departments, faculty members etc.
To conduct International conference in collaboration	International Conference on Contemporary approaches and application in physical education and sport sciences in collaboration with RTMNU sport association and other institutes during 26-27 March 2020
To conduct national conference	National conference on Emerging trends in Science and Technology on 10 June 2021 3. State level quiz competition on National science day 27 February 2021
To conduct workshop, seminar, guest lectures, quiz competitions	Departments conducts workshop/seminar/guest lecture/quiz competition during academic year
Plan of action prepared for conducting the online classes due to covid-19 pandemic situation	All the faculty members given short training for conduction of online classes and faculty member conducted online classes, practical's, competitions, social/awareness program, conferences, seminar/webinar using online education platform.
Conduction of Social, awareness program, alumni meet, parent teacher association activity, training program, IPR workshop	During academic social activity, awareness program, alumni meet, parent teacher association activity, IPR workshop are conducted during academic year.,
To encourage faculty member for	Dr. Amit Gadre, Assistant

improvement in research activities	professor department of physics received National patent. 48 research papers are published by faculty members in International/National reputed journals and conference proceedings. Some faculty edited chapter in books of National publications.
To encourage students to participate in national/state/university level activities	Mr. Lilaram Bawane received bronze medal in Interuniversity half marathon at Bhubaneswar and also got selected for world interuniversity games at China.
To celebrate Birth/death anniversary of renowned peoples and also conduct human value related program	Birth/Death anniversary program and human value associated program are regularly conducted during academic year.
To conduct internal academic audit	Internal academic audit for session 2019-20 conducted by the IQAC in September 2020
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
College Development Committee	11/02/2022
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-21	16/02/2022
15. Multidisciplinary / interdisciplinary	
16. Academic bank of credits (ABC):	

17.Skill development:
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
20.Distance education/online education:

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	19
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	1013
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	697
File Description	Documents
Data Template	View File
2.3	236

Number of outgoing/ final year students during the year		
File Description		Documents
Data Template	View File	
3.Academic		
3.1 Number of full time teachers during the year		24
File Description		Documents
Data Template	View File	
3.2 Number of Sanctioned posts during the year		30
File Description		Documents
Data Template	View File	
4.Institution		
4.1 Total number of Classrooms and Seminar halls		13
4.2 Total expenditure excluding salary during the year (INR in lakhs)		13.07
4.3 Total number of computers on campus for academic purposes		66

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Affiliation: College affiliated to the Rashtrasant Tukadoji Maharaj Nagpur University Nagpur.**Academic Calendar:** It was prepared and constructed as per university schedule, and guidelines.**Time Table** prepared as per the strength of students,

required time period, and workload distributed. Syllabus affiliated colleges worked on the syllabus given by the university. Teaching methods with the traditional teaching we prefer teaching with ICT tools for that college has smart classrooms, for students organizing guest lectures, workshops, seminars, quiz competitions, etc. Evaluation: It includes unit tests, semester exams, seminars, assignments etc. Universities conduct final exams of each semester at the end of educational sessions. Internal and Practical Submission As per the pattern of the university each faculty submit internal, external, and practical marks through the university's online portal. Extra-Curricular Activities Colleges always take an effort in organizing extra-curricular activities through NSS, Sports, Cultural activities, Social activities, etc. University Exam Students' final exam in each semester has been conducted by the affiliated universities as per the schedule provided by them. Feedback It collected from the stakeholders, the college collects the suggestion and try to improve. Expenditure The budget and expenditure are sanctioned for adding infrastructure and maintenance of the physical and academic facilities in the college.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

College affiliated with the RTM Nagpur University so the college academic calendar was prepared and constructed as per RTM Nagpur University's provided schedule. The academic calendar for college as well as for each department has been prepared.

IQAC and the Academic calendar committee play an important role in the preparation of the academic calendar. Academic calendar prepared for which gives details of all academic and administrative events that take place in the institution. The IQAC of the institution plays a very substantial role in maintaining the academic calendar for the conduct of continuous internal evaluation of the students. At the beginning of the academic session, Academic Calendar Committee prepares the academic calendar and makes it available to the students and the faculty.

The academic calendar specifies all activities to be conducted in the academic year which includes teaching-learning schedule, university, and institution exam schedule, holidays, co-curricular and extra-curricular activities, unit tests, terminal examinations, Guest lectures, workshops, national days, camps, excursion and educational tours, field visits, parents-teachers meets, alumni meet, the anniversary of founder president, annual gathering, etc. IQAC keeps watching so that these activities are conducted properly.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

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

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

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

1

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

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

30

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

30

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

1.3 - Curriculum Enrichment

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

Professional Ethics and Human Values: During year in Covid-19 situation, activities are conducted through online/offline mode.

Birth and death anniversaries of peoples, National and International days are celebrated. Awareness programs such as Covid-19 awareness and mask distribution, No plastic and Hygiene rallies.

Gender Sensitivity and Equality: Institute believes in the equality of boys and girls students, during this session following activities are conducted. Workshop on Role of nutrition in women's health, Covid-19 awareness workshop on Mother's day.

safety of both girls and boys students is important for that college is under CCTV surveillance. For girls students college has a girls' common room with equipped facility and a Sanitary napkin machine.

Environment and Sustainability To make aware students about the environment and sustainability different activities are conducted during the session, National environment day awareness program, National Ozone Day, awareness program, and poster competition, No use of plastic and the importance of hygiene rally, National Science day, a state-level quiz competition, Tree plantation. In university syllabus of B.Sc. Botany and Zoology subjects includes about environment and sustainability. In the university curriculum for S.Y. students, there is an environment subject through which environment studies are included. College has a 10KV rooftop solar project LED bulbs, Wheeling to the grid unit water harvesting unit, Borewell recharge, water bodies premises.

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

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

1

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

0

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

1.4 - Feedback System

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

A. All of the above

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

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

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.adm.edu.in/uploads/documents/1656481991_atr_report_final.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1340

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

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

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

607

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

2.2 - Catering to Student Diversity

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

Identification of slow and advanced learners identification done on their academic performance in the previous year's examinations like unit tests, terminal exams, university exms, communication etc. Along with these teachers are observed the knowledge, communication, writing, and speaking skills of the students which also help in the identification.

Working on slow learners: Most of the students are found with many problems such as poor writing skills, weak speaking ability, weak communication, economical problems, weak physical strength, etc. To overcome these issues, the college conducts extra classes for such students in order to make their basics clear related subjects. The teachers of the college give home assignments, monitor their class attendance, and provide question papers of previous examinations.

Working on advanced learners Good academic performance in the unit tests, terminal examinations, communication skills, and interaction with teachers we keep such students in the category of advance learner. To give advanced learners a platform to develop themselves, the institution provides an open-access facility in the library through an internet resource center; more books are provided to such students through the departmental library. College also encourages such to participate in university, state, interuniversity competitions like seminar competitions, posters, quizzes, cultural, and sports competitions.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
1013	24

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

Experimental Learning-Laboratory work Students of the science stream perform regular practicals in the laboratory as given in their syllabus. Field Visit/ Tour Excursion tour and Bird watching, Industrial tour are organized for the students by Science department. Educational tours are organized by other streams also. Assignments Home assignments are given to the students for the self-preparation.

Participative Learning department is organized by guest lectures, workshops, and seminars for the students for their academic development. Students participate in competitions like Seminars, quizzes, and debates organized at the college level and also at the university, and state levels. To improve social awareness students are encouraged to participate in social activities through NSS. To improve environmental awareness students are encouraged to arrange and participate in environmental awareness activities. In order to develop skills, students are encouraged to participate in cultural, and sports activities.

Problem-solving methodologies Extra classes are arranged for the students which have poor knowledge of the subjects in order to make them capable of facing examination and academic challenges. Guest lectures, workshops, competitive examination, career counselling related activities are organized. Environmental awareness-based activity, social activity, awareness programs, and social work, through NSS teach them about society and problems.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

During this academic session due to the Covid-19 pandemic, students are unable to come to the college so faculty members used an online platform for the teaching during the complete session. Using this online platform activities such as lectures, unit tests, terminal exams, guest lectures, seminars, workshops, and awareness activities are conducted for the students using tools such Zoom platform, Whatsapp, you-tube, Google form, Google classroom, etc.

There are 04 ICT-enabled classrooms and 01 audiovisual room for conducting classes, programs and activities which is equipped with LCD projectors, a sound system, a visualizer, a LAN connection, and a Smart podium. The institution has installed a Wi-Fi unit for the students inside the campus with a speed of 25 MBPS. Library has four computers with internet facilities are available for the students to use as a network resource center. The language lab is functional in the institution enabled with 25 computers, one server, and a LAN network. INFLIBNET (N-LIST) and allied e-resources are made available free of cost. During the session, the college organized International, National conferences. National and state-level workshops, state level, local quizzes, posters, and competitions using online platforms. Faculty completed FDP through online platform.

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

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

2.3.3.1 - Number of mentors

29

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

2.4 - Teacher Profile and Quality

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

24

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

16

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

190

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The internal assessment system already mentioned in the academic calendar unit test and terminal examinations are conducted as per mentioned in the calendar. Attendance of students is monitored by each faculty member and a record of attendance is maintained by each department.

The assignment is given to the students on different topics, students must complete this assignment and submit it to the respective subject teachers. Teachers are making the evaluation of assignments in front of the students and try to solve the all their queries of students. Record of assignment submission is maintained by the department.

For some streams project to be submitted which given to the students by respective departments along with this viva-voce to be conducted. Data-related project submission and viva-voce maintain by the department.

The practical examination should be conducted for the science stream for that internal and external examiner is provided by the university. Marks are given to the students depending on performance in practical and viva-voce.

Environmental studies are made compulsory for the students of S. Y. of all the streams of UG. Grade has to be given to the students depending on the submission of the project and examination conducted.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

College-level Grievances:

Internal marks and practical marks and environmental studies grades are given to the students on the basis of their performance. As per the university norms, internal marks and practical marks, and environment grades are directly sent to the university without showing/ displaying to the students. So there is no mechanism to deal with examination-related grievances at the college level.

At University level:

Students can face the grievance-related examination are as mention below for that students must follow the procedure mentioned by the university.

Correction in the subject offered-university provides 3 Days time to the college to submit such grievances of the students to the university and get redressed observed anomalies.

Correction in Name on Hall Ticket University gives 7 Days time to get the hall ticket corrected through the institute.

Correction in Subject Offered on Hall Ticket University gives 7 Days time to get the hall ticket corrected through the college.

Re-valuation &RecountingThe received grievances are submitted to the university by the college along with prescribed fees recovered from the students. The university declares a time frame every year for submission of marks-related grievances and declaration of results.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Our college Arvindbabu Deshmukh Mahavidyalaya BharsingI is affiliated with R.T.M. Nagpur University, Nagpur, and follows the entire curriculum as provided by the university. The program which comes under the University for that University has designed objectives and uploaded them on the university website. Programs run by the college under the university having their outcomes are clearly stated by the university and are clearly mentioned on the college website.

The college has clearly stated the course outcomes of all the programs. Course outcomes are prepared by the subject teachers by considering the syllabus of the entire subject as per mentioned by the university. Program outcomes (PO'S) and Course outcomes (CO'S) are clearly mentioned on the college website.

Program outcomes (PO'S) and Course outcomes (CO'S) are maintained by each department and these outcomes are discussed with students by faculty members from time to time to keep students aware of the objectives of the program and the importance and use of the course for their personal, social development.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

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

During the academic session college prepared an internal evaluation mechanism through conduction of unit test, terminal examination, assignments, practical's, student seminar, student's participation in different social, cultural sports activities. This mechanism also helps students to improve the university results. During the academic session final year students results as mentioned below.

Sr. No.

Class

Result percentage

1

B. A. III

83.33

2

B.Sc. III

96.90

3

B.Com. III

89.18

4

M.A. II

84.48

Students from Science, Arts and Commerce UG program show good progression ratio to higher education. Students progression during the academic session as shown below.

Sr. No.

Academic session

No. of students progress for higher education

1

2020-21

43

College work in area of sports, culture, social, competitive examination guidance, career counseling etc in order so that students can make the progress and achieve in different areas. During this session even incovid-19 pandemic situation college get less opportunity even though some students are show their remarkable skill. There are 06 students are get selected for the government jobs.

Sr. No.

Activity

Award

1

Half Marathon 21 Km Interuniversity Competition at Bhubaneswar

Mr. Lilaram Bawane receive Bronze Medal and got selected for International sports event at China

,

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

2.6.3 - Pass percentage of Students during the year

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

236

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://www.adm.edu.in/uploads/documents/1651294009_sss_2020_21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

6

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

3.2 - Research Publications and Awards

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

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

43

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

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

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

5

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

3.3 - Extension Activities

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

The institution organized various extracurricular activities and extension activities under the head of NSS, Gender Sensitization, Awareness Rallies, Campaign, Health Check-up Camps, Blood Donation Camps, Swachhata Bharat Abhiyan, Corona Pandemic Awareness, Masks Distribution, AIDS Awareness, etc. During the academic session there so many restrictions are come to the college because of that college face many problems in organizing such activities. It is important to celebrate international and national days to make students aware of their importance so this year we organized such activities like Yoga Day, Independence day, constitution day, Vaachan Prerna Diwas, Marathi Rajbhasha Din, Library day Aids day, Republic day, Women's day, Science day Death and birth anniversary of great peoples, etc.

Due to the Covid-19 pandemic situation, many programs are attended by the students through online mode which creates problems while conducting such activities. Even though Teachers and some students are actively involved in these programs and activities from preparation to implementation. This approach enhances their holistic development. The institution engages faculty members and students in community work which eventually teaches them the importance of moral values.

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

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

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

0

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

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

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

4

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

145

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

3

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college campus area is nearly 5 acres out of which 6304.93 sq.m. is a build-up area. In main building consists of the Principal's Cabin, Administrative Office, Library, IQAC room. There are 12 classroom out of which 4 classroom are equipped with LCD projector and LAN facility, Science laboratories equipped with all instruments and facilities. There is one audio-visual room with the ICT facility. On the first floor there is a staff room for the Arts and Commerce department with the facility of PC, Printer, LAN, etc. Each department of science has a separate staff room and separate PCs and printers for the work. Language lab equipped with 25 PCs, and a LAN facility. Girls' Common Room attached with a toilet and with a functional Sanitary Napkin Vending Machine, a Boy's Common Room, separate toilets for the students and staff are available. One unit water purifier system with three water coolers present on each floor.

Indoor stadium for the students , with facilities of separate changing room, toilets. Gymnasium equipped with all instruments. Girls Hostel with all facility, college canteen for the students and staff. Roof top solar unit of (10KV) and beautiful greenery in the campus area.

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

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

Facility for Cultural activities: Every year college organized the college Annual gathering for the students which include activities such as Elocution, Debate, Fashion-show, Rangoli competition, quiz competition, Flower Decoration, singing competition, Dance competition. Patriotic singing competitions on the occasion of Independence and republic day. The college has an Indoor stadium which multi purposely use for organizing such cultural events.

Facility for Sports and Games The college has a huge Indoor stadium to organize Indoor games Malkhamb, Rope Malkhamb, Table tennis, Badminton, chess, carom, etc. college organize sports event at

college, university, state and national level. The college has an outdoor basketball court and a huge playground for organizing games such as running, Volleyball, Kho-Kho, Kabaddi, football, cricket, shot put, athletics, etc. At Interuniversity level Half Marathon at Bhuvaneshwar our student Lilaram Bawane received a bronze medal selected for International games in China.

Facilities for Gymnasium The institution has a well-equipped gymnasium for the students and staff. Along with this college has a Green gym for the students attached to the playground which is open for all the students.

Facilities for Yoga To make the yoga practice students have an Indoor stadium and outside the Indoor, stage has been prepared for practice.

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

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

5

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

5

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

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

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

in lakhs)

4.64

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

4.2 - Library as a Learning Resource

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

1. Library is automated with LIB-MAN Integrated Library Management System software (ILMS)
2. LIB-MAN is a highly integrated, user-friendly, and compatible system for complete computerization of all the in-house operations of any size or type of library.
3. It is a Cloud Base Software that supports the latest technology smartpone, SMS, Email.
4. Lib-Man is embedded with multilingual fonts.
5. The software includes Barcode & QR Code fonts which make issue and return procedures easier
6. The software includes Web OPAC, which provide student and faculty easier browsing facility.

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

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

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

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

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

0.63

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

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

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

12

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

Institute provides and update IT facility for the students, faculty and administrative staff as per the requirement and need. These facility are distributed among the various departments for academic and administrative work. The institute has high speed internet to cater the need of academics as well as allied

processes.

- College had Separate computer center, to facilitate internet access for all the students, staff and faculty members. This facility enables users to access meaningful information available online.
- E- Governance system by use of ERPs is implemented in Administration office, Exam, Library and for Academic Processes usable by faculty as well as students. During session college buy an updated version of ERPs to make the work easier and meaningful.
- LCD Projectors, Printers, Scanners, CCTV, Wi-Fi, LAN and Internet facility etc. are also available for effective teaching learning process. Digital section in Library with high speed internet connection helps the students and faculty to browse videos, e-journals, e-magazines, e-newspapers etc
- College had open Wi-Fi for all the stakeholders, during session 2019-20 college WLAN work with the low speed oas per the demand of stakeholder this speed updated to 30 MBPS from the session 2020-21.

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

4.3.2 - Number of Computers

66

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

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

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

8.42

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

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

Classroom, Laboratories, other-College has committee for the maintenance and upkeep of infrastructure. Welding fabrication unit in college where furniture repair is done with minimum charges. There are technicians, Plumbers, masons, Carpenters deputed for maintenance. Calibration, repairing, and maintenance of sophisticated lab equipment are done by the technician.

Library To ensure the return of books, no dues from the library is mandatory for students before exam. The proper account of visitors on daily basis is maintained.

Computers, Printers, Xerox machines, If problem generate then it solve through adopted technician.

Sports infrastructure- The support staff is available given the responsibility of regular cleaning and maintenance. For any

queries from students side or staff solutions given with the concern of the department and Principal.

Power Generation and energy conservation Solar rooftop unit of 10KV, Generator 02, other electric appliances, any problem generated, the application is given to the principal and problem is solved through adopted technician.

Water Supply:-College has 02 Bore wells and 01 Well, 01 RO unit, 03 water coolers, maintenance is done through the support staff, any problem generated is solved by deputed technician.

Botanical garden and college gardening maintain through the working unit under the guidance of the department of Botany.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

766

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

0

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

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

B. 3 of the above

File Description	Documents
Link to institutional website	www.adm.edu.in
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

246

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

246

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

6

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

42

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

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

4

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

1

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

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

Administrative: Internal Quality Assurance Cell (IQAC): The institution has nominated a student representative in IQAC.

Student Council: Student Council is established every year as per the rules and regulations of the University.

Cultural Committee: Student representative nominated on cultural committee. Every year college organized cultural events student representative shows their presence in meetings cultural committee.

National Service Scheme (NSS): College organized activities and camps for the students through NSS. College nominated 01 students representative in the NSS committee.

Sports council: College also organized sports events for the students every year, during organizing such events it is important to consider the view of students so 02 students were nominated as members of the sports council.

College Magazine Committee: Every year college publishes college magazine and 01 student member is nominated to College Magazine Committee.

Library Advisory Committee: This committee is comprised of the principal, librarian, and faculty members along with a student representative.

Internal complaint committee: The institution has established ICC for the prevention and prohibition of sexual harassment of women

in the workplace. ICC is comprised of faculty members and girls students.

Anti-ragging Committee Anti-ragging Committee has 02 nominated the student's representative for the Girls' and Boys' sides each.

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

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

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

1

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

Institute currently having Non-registered alumni association in which 216 alumni are registered to the academic session 2020-21.

Institute conducts alumni meet for the alumnus in which discussion has been made on different agenda. In this session we conducted alumni meet through the online mode in which discussion has been done on following agendas.

- Information and progress about the registration of alumni

committee has been discuss with the members.

- Discussion has been made on fund generation and providing other services through the alumni association.

Contribution by the Alumni

- During the covid-19 pandemic situation no funds generated through the alumni association.
- At academic level our alumnus Dietician Miss. Puja Sahare had conducted workshop on "Role of nutrition in women's health" for the students and parents.

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

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

In accordance with mission and vision, College Development Committee (CDC) is constituted as per the norms of the Maharashtra University Act. Executive committee members, teachers, non-teaching staff members, and students are members of the CDC. IQAC consists of the stakeholders directed by NAAC. The institution consults IQAC and CDC for making key policy decisions and considering important proposals for the development of the institution.

To enhance the quality of education, the institute provides all the required facilities, qualified teachers to enhance the teaching and learning of the students. Maximum students belong to rural areas so face problems such as poor English, weak communication skills, less interaction with teachers, lack of confidence, etc.

to overcome such issues various activities through guest lectures, workshops, NSS activities, cultural program, seminars, social activities, competitions, are organized.

Skill-based programs for the students such as self-financed certificate courses, welding fabrication, fashion designing, Vermicomposting, etc. Competitive examination guidance and career counseling through various activities to make them aware of opportunities. The college always works hard to accomplish its vision and mission more effectively.

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

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

Every year college organized various events such as the University level NSS camp, National/State/University level sports activities, Annual gathering, International/National conferences, etc. to conduct these activity college work on a decentralized and participative management basis so that each and every stakeholder become part of these events. During this academic year due to the covid-19 pandemic situation, the college did not get permission to conduct these activities through affiliated universities as students are not able to come to the college.

Case study:- Organization of Online National conference on "Emerging trends in science and technology"

To organize such a huge event it is necessary to discuss the budget and way to organize the event, so the discussion has been made with the management committee (CDC). After a positive response from the management committee, in the meeting of IQAC discussion has been made on the organization of the event. The different committee has been formed, work has been distributed among the committee conveners and members. Dr. S.P. Gudadhe, Dr. N.M. Raut and Dr. P.V. Gayakwad, Dr. M.R. Raghuvanshi, were given responsibility as Convener, Co-convener, Secretary, Joint-secretary with their leadership the event was successfully conducted in sessions 2020-21 with decentralized and participative management.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

IQAC plays a key role in the overall development of the college, the suggestion by the IQAC was given to the Principal regarding academic, administrative, and infrastructural development was put forward by the Principal in the meeting of CDC. As per the suggestion of management, a body plan has been prepared for the implementation of the suggested work.

IQAC prepared the academic calendar of the institute with reference to the academic calendar which includes different activities such as Guest lectures, seminars, workshops, conferences, NSS activities, sports activities, cultural activities, examinations, etc., and all the activities are conducted successfully at institute level and department level.

Conference/Seminar/Competitions:- National conference on "Emerging trends in science and technology" and "International Conference on Contemporary approaches and application in physical education and sport sciences conducted online during the academic session 2020-21. State-level quiz competition on the occasion of National science day organized during the academic session.

NSS, Sports, cultural activity:- Due to Covid -19 pandemic situation activities like university-level NSS camps, Annual gatherings, Sports activities did not conduct as per the rule of the Maharashtra government. Few NSS activities and cultural events are conducted through online mode. College publishes the college annual magazine "Onjal Phulanchi

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	www.adm.edu.in
Upload any additional information	No File Uploaded

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

The organizational structure of the institution includes the governing body, administrative setup, and functions of various bodies:-

CDC is the main governing body of the institute headed by the chairperson responsible for policymaking and budget approval. The institutional decisions are made by the Principal in consultation with management. Faculty and various committee/cell in-charges are directed by the Principal. IQAC is the main committee which monitor the functioning and working of all other committees in college.

Service Rules, Procedures, Recruitment, and PromotionThe institute strictly follows the statutory norms and procedures in the recruitment and promotion of academic and administrative staff. The recruitment and promotional policies are designed by the regulatory authority and affiliating authority UGC, the Maharashtra government, and University.

The promotional policy of the institution is transparent and impartial. The promotional procedure for teaching faculty is based on PBAS recommended by UGC and the affiliated university. The Confidential Reports of non-teaching staff are sanctioned by CDC for promotion.

For recruitment, the duly constituted selection committee by the vice-chancellor takes the interview and selects the candidates on the basis of merit and performance.

Institution has constituted Internal Complaint Committee (ICC) and Anti-Raggingas per the norms of the affiliating university.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	http://www.adm.edu.in/uploads/documents/1657949060_organogram.pdf
Upload any additional information	No File Uploaded

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

As per state government rules and regulations welfare schemes are applicable.

Arvind Sahakari Bank is available for large amount loans such as Home loans/Personal loans/ Emergency loan facilities and saving facility.

Arvind credit co-operative society is available for an emergency loan with a small amount up to 2lac.

Grant for participation in conferences and seminars for teaching faculty.

General Provident Fund (GPF), Defined Contribution Pension Scheme (DCPS)

Medical reimbursement facility is available for teaching

Various leave facilities i.e. medical leave, casual leave, earned leave, maternity leave, etc.

Special duty leaves to staff for participation in sports events held at state, national and international level FDP/FIP, conferences/seminar/workshop is applicable in the institution.

Career Advancement Scheme (CAS) is applicable as per the Government norm

Internal complain committee for the prevention of sexual harassment for women staff and students.

Felicitation of teaching and non-teaching staff on the occasion of retirement, promotion, awards of Ph.D., recognition of research supervisor, recognition on different bodies of the university, Government.

Financial Assistance for presenting papers in Workshop, Conference, Seminar on International/National level, etc.

Institute organizes training programs as per the need for skill development of non-teaching staff

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

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

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

0

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

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

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

4

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

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

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

9

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

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

For teaching staff

All the teaching staff submits a Performance Based Appraisal System (PBAS) each year based on the performance appraisal norms suggested by the UGC and affiliated university. PBAS system divides the performance of teachers into three categories.

1. Teaching, Learning, Evaluation activities
2. Co-curricular, extension, professional development activities
3. Research publications

Every year the performance of teachers observe by the IQAC and the Principal of the institute. Verification and suggestion are given to the teacher for improvement in the next academic session. Promotion of teachers is done through the PBAS system. The proposals of all eligible faculties are forwarded to the JD office through IQAC and the principal for placements and promotions.

For non-teaching staff

For non-teaching staff member's confidential report is prepared by the superintendent of the college, and thereafter it is being submitted to the principal for further processing. The principal verifies the CR reports with IQAC based on the observations for the academic year. They are asked to improve their soft skills and general behavior since they are the ones who come into the contact with students regarding official matters. Based on the report received, the annual increments/incentives are granted to the

concerned employees.

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

6.4 - Financial Management and Resource Mobilization

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

Every year institute conducts an internal and external audit on regular basis.

Internal Audit

An internal financial audit is a continuous process and the accountant mainly takes care of it. Every year at the beginning budget academic, administrative, and physical facility disused and sanctioned. Expenses of the previous year are also taken into consideration for the preparation of the annual budget. During the internal audit, the accountant may give a few suggestions related to some of the finance and stock-related records, giving an opportunity to the institute to address and rectify the same.

External audit

Institute conducts an external audit every year, a group of external auditors comprising a team of chartered accountants perform the auditing of the institute's financial records and book as per guidelines of the income tax department. For external audit done through chartered accountant firm Sharma and associate Nagpur. This audited report the submitted to the JD office in Nagpur then the Senior auditor and JD office in Nagpur did the assessment of the submitted financial report.

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

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

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

3.5

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

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

Institute affiliated to the R.T. M. Nagpur university Nagpur and is recognized under 2f and 12B sections by the Maharashtra government. College currently running 02 UG program under grant-aid and 01 UG and 01 PG program under non-grant-aid basis.

College generated the funds from students' fees and funds for students' development sanctioned through the affiliated university. It was used under different heads for the development of students. For the utilization of the fund, it should be sanctioned through the principal and then the fund is realized through the proper channel. Every year fund was used in the proper channel, in order to maintain a record and proper management.

In order to make any infrastructural work, it will be done through the UGC scheme or from financial support through the executive management. In both cases proposal is to be prepared and put forward through a proper channel. After getting sanctioned the fund is utilized in a proper way under the observation of the Principal and IQAC.

Every year financial audit is conducted through external agencies so that utilization of funds is generated in audit reports.

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

6.5 - Internal Quality Assurance System

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

Up-gradation of e-governance in area of operation

IQAC and administrative staff mentioned the need for an updated version of the software Master Soft ERP. In IQAC meeting discussion has been made on the up-gradation of administrative software, and it was decided to put the issue in front of executive management. The principal put forward the necessity of up-gradation and sanction has been received from executive management. Institute purchased Master Soft ERP Solution Pvt. Ltd. And Tally. ERP9 Silver- Accounting for up-gradation of e-governance in areas of operation such as administration, finance account, student admission.

Use of online education system during a covid-19 pandemic

During the academic session due to the covid-19 pandemic situation, students are not allowed to attend the offline college by the Maharashtra government there was restriction also on teaching staff in the college. In this situation to complete academic sessions with all the activities such as teaching, learning process, guest lectures, seminar, webinars, social awareness, and all other activities, it is necessary to adopt an online education system. So IQAC in the meeting clarify to all the teaching staff to adopt the online platform such as Zoom, Google meets, you-tube, what's-app platforms to conduct such activities.

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

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

Use of online education platform for teaching-learning process

In covid-19 pandemic situation, students are not allowed to attend the offline college and there was restriction also on teaching staff in the college. To complete academic sessions with all the activities such as teaching, learning process, guest lectures, seminar, webinars, social awareness, and all other activities, it is necessary to adopt an online education system. In IQAC meeting it clarify to all the teaching staff to adopt the online platform such as Zoom, Google meets, you-tube, what's-app platforms to conduct such activities. Some faculty members are unaware of using this platform so IQAC arranges training sessions for them.

The college has ICT facilities for the students with 04 classrooms and 01 audio-visual room with Screen, projector, LAN, a sound facility which was regularly used during the teaching-learning process.

Examination and Evaluation

The examination is the best way the evaluation of students so we regularly adopted examination schemes such as conducting unit tests and terminal examinations for the students. It helps us and students also their evaluation. Along with this students are given assignments, seminar activities, quizzes, and participation in competitions at different levels organized activities also help the evaluation of students.

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Safety and Security:-

1. Students' safety is a high priority issue for the college. So the college had a security guard which did not allow anyone without an identity card inside the college premises.
2. The Institute has installed CCTV cameras 24/7 for surveillance.
4. College campus has ample lighting for safety at night.
5. The Institute maintained separate toilets for both ladies and gents on each floor.
6. The Institute has MOUs with Doctors for organizing the health check-up camp.
7. For attending to minor medical problems, a First aid box equipped with medicines has been kept in the first-aid room.

8. Different programs are organized for the girl students to aware them of safety and security.

Counseling: Institute has different committees through which girls students are get counseling regarding different issues such as

1. Women cell
2. Internal complaint committee
3. Anti-sexual harassment cell
4. Anti-ragging committee

Through this cell college organized different activities for the girl students to make them aware of safety, health issue, medical issue, etc.

The institute provides counseling to students of both genders as and when required by Mentee: Mentor

Common Room: The Institute has separate common rooms for girls with required facilities for the girl students. In the girls, common room sanitary napkin machine is also attached through which students get sanitary napkins at are very low cost.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://www.adm.edu.in/uploads/documents/1656917007_7.pdf

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

B. Any 3 of the above

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

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

Solid waste management

- The college had a dustbin at every floor college for the collection of general solid,, semisolid, E-waste of Blue, yellow and green colours.
- Leaf litters from trees in premises are every were, at some places in keeping as it is while from some places it is collected and dumped at a vermicomposting unit in college.
- College has MoU with "Grampanchayat of Rohana" and Pride Computers for management of Solid and E-waste.
- The College NSS unit takes a cleanness drive on college premises once a month.

Liquid waste management

- General liquid waste in college is passing away from college premises through the wastewater line college.
- Chemical waste generated through the laboratory is collected in a separate container and is disposed of through the proper channel

Biomedical waste management

- The college had MoU with Latamangeshkar hospital for the management of Biomedical waste generated mainly through the girl's common room.

E-waste Management

- The college had MoU for the collection of the E-waste generated in college. E-waste is generated yearly and collected by Pride computer Ltd., some of its use for recycling, and others are properly disposed.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit

A. Any 4 or all of the above

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

B. Any 3 of the above

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

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

In order to ensure attainment of this, the institute organizes different activities such as

- Cultural activities through annual gatherings and other events for students which aware of the culture and society.
- Sports activities annual sports competition which mainly includes regional games Kho-Kho and Kabaddi.
- NSS regular activities on college premises and surrounding village which include Swachhata Abhiyan, awareness program, rallies, etc and NSS university and college level camp which provide students platform for skill development and opportunity to observe the issue society.
- Death and Birth anniversary program help students to know about the people and their work for the society and people which encourage them to make self and society development.
- Marathi Bhasha Pandhawada celebrates as per the suggestion by the university in which different programs are conducted.
- In covid-19 pandemic situation, many of the above programs are not conducted but some are conducted as
 - Death and Birth anniversary program (Online mode)
 - National days such as Independence Day, Republic day, Constitution day, Voter day, Yoga day, etc.
 - Awareness program " Mask distribution and covid-19 awareness program in Inderwada village, Plastic-free environment rally, aids awareness program, workshop on "role nutrition in women health" etc.

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

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

International and National Days:- Environment Day, Yoga Day, Independence Day, Teachers day Constitution day, Voter day, Consumer day, National science day, Republic day, etc

Birth and Death anniversary:- Arvindbabu Smruti Din, Mahatma Gandhi Jayanti, Savitribai Fule Jayanti, Swami Vivekanand Jayanti, Dr. Ambedkar Jayanti, Sant Sevalal Maharaj Jayanti, Shri. Shivaji Maharaj Jayanti, Gadge Maharaj Jayanti, Yeshwantrao Chauhan Jayanti, Sant Ravidas Jayanti are the activities are conducted to aware the students and faculty the Human values.

NSS activities:-NSS is the best platform to aware the students and faculty of their duties and responsibility towards the people, society, environment, etc. In accordance with this NSS college conduct, different activities but this year due to the pandemic situation very few activities are conducted.

- Covid awareness program and mask distribution at Inderwada village
- Plastic-free environment awareness rally at village Inderwada
- Aids awareness program

Women Cell: Women cell in college conduct different activities related to awareness, health, gender equity-related activities this year these activities are conducted through the cell

- Workshop for the students and parents about the role of nutrition in women's health
- Mothers day program in which women cell members interact with the students and parents.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

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

4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

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

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

During the academic session different International/National/Local days are celebrated and events are also organized on the occasion of celebrating these days. Along with days, programs on the Birth and death anniversaries of different peoples are also organized.

1

International Yoga Day

21 /06/20

2

Independence Day

15 /08/20

3

Ozone conservation Day

16 /09/20

4

Vachan Prerana Din

15 /10/20

5

Constitution Day

26/11/20

6

National Yuva Day

12/01/21

7

Republic Day

26/01/21

8

Marathi Bhasha Din

27/02/21

9

National Science Day

28/02/21

10

International Women Day

08/03/21

11

Mothers Day

10/05/21

12

Arvindbabu Smruti Din

19/09/20

13

Mahatma Gandhi Jayanti

02/10/20

14

Savitribai Fule Jayanti

03/01/21

15

Swami Vivekanand Jayanti,

12/01/21

16

Dr. Ambedkar Jayanti,

14/04/21

17

Sant Sevalal Maharaj Jayanti,

15/02/21

18

Shri. Shivaji Maharaj Jayanti,

19/02/21

19

Gadge Maharaj Jayanti,

23/02/21

20

Yeshwantrao Chauhan Jayanti,

12/03/21

21

Sant Ravidas Jayanti

27/02/21

22

National Chemistry week

23&24/ 10/2020

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

7.2 - Best Practices

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

Practice 1:-Students' engagement during Covid-19 lockdown

Goal:-Our goal is to complete the academic session and to keep the students in touch during covid-19 pandemic situation

Objectives of the practices: Engagement of students for completion of assigned syllabus and co-curricular activities through online mode.

Context:-To adopt online education format and make aware students regarding it.

The Practice:-Conduction of Online classes, examination, activities, and programs.

Evidence of Success-Syllabus was completed, Examinations were conducted, Online activities are conducted.

Problem Encountered-Some of the students were unable to attend classes due to the unavailability of cell phones/computers and internet connectivity.

Limitations:Many students don't have an android cell phone which is an essential condition to attend the classes, If the internet connection is lost then the class will get disturbed.

Practice 02:- Awareness activity for the people in society

Goal:- To know about precautions to be taken, hygiene to be maintained, nutrition to be taken, and remaining healthy.

Context:-It is important to be aware of the situation and what are important aspects so that people can prevent themselves and their family.

The Practice:-In accordance with this, we organized awareness activities, programs.

Evidence of Success: This practice has helped the students, parents, people in society

Problem EncounteredSome activity conducted online so few students and their parents join the activity, Interaction with the parents was found to be less as they hesitate to interact.

Limitations:It is difficult to work during the covid situations and make face-to-face interactions.

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

7.3 - Institutional Distinctiveness

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

Students' engagement during Covid-19 lockdown

Due to the outbreak of Covid 19 coronavirus disease, colleges were shut down, and onsite classes were stopped, during that situation,

it was very difficult to remain connected with students, even their completion of the remaining syllabus, and conducting examinations was a challenging task. Engagement of students for completion of assigned syllabus and co-curricular activities through online mode.

- Conduction of online college level and university level examinations.
- Utilization of time for keeping the touch with students during pandemic situations.
- Organization of various online activities for the enhancement of the skill of students.
- To develop a culture of collaborative learning.

Teacher staff tried hard to learn online platforms such as Zoom Platform, Google classroom, and WhatsApp messenger. Although many teachers were not familiar with these platforms but by discussing with other faculty who know about these things. Sharing knowledge makes one able to handle such a platform. All faculty informed students to download these platforms, students positively downloaded the platform, and the interaction between teacher and students started, year-wise messenger groups were created to communicate with students, to send notices of college and safety guidelines about covid 19 coronavirus disease, these practices help to all the teaching faculties to connect with students and teach them effectively during the pandemic situation.

- Online classes conduction
- Online unit test conduction
- Online terminal examination conduction
- University level theory and practical examination conduction
- Various webinars, and workshops conductions.
- Online awareness program

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Affiliation: College affiliated to the Rashtrasant Tukadoji Maharaj Nagpur University Nagpur. **Academic Calendar:** It was prepared and constructed as per university schedule, and guidelines. **Time Table** prepared as per the strength of students, required time period, and workload distributed. **Syllabus** affiliated colleges worked on the syllabus given by the university. **Teaching methods** with the traditional teaching we prefer teaching with ICT tools for that college has smart classrooms, for students organizing guest lectures, workshops, seminars, quiz competitions, etc. **Evaluation:** It includes unit tests, semester exams, seminars, assignments etc. Universities conduct final exams of each semester at the end of educational sessions. **Internal and Practical Submission** As per the pattern of the university each faculty submit internal, external, and practical marks through the university's online portal. **Extra-Curricular Activities** Colleges always take an effort in organizing extra-curricular activities through NSS, Sports, Cultural activities, Social activities, etc. **University Exam** Students' final exam in each semester has been conducted by the affiliated universities as per the schedule provided by them. **Feedback** It collected from the stakeholders, the college collects the suggestion and try to improve. **Expenditure** The budget and expenditure are sanctioned for adding infrastructure and maintenance of the physical and academic facilities in the college.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

College affiliated with the RTM Nagpur University so the college academic calendar was prepared and constructed as per

RTM Nagpur University's provided schedule. The academic calendar for college as well as for each department has been prepared.

IQAC and the Academic calendar committee play an important role in the preparation of the academic calendar. Academic calendar prepared for which gives details of all academic and administrative events that take place in the institution. The IQAC of the institution plays a very substantial role in maintaining the academic calendar for the conduct of continuous internal evaluation of the students. At the beginning of the academic session, Academic Calendar Committee prepares the academic calendar and makes it available to the students and the faculty.

The academic calendar specifies all activities to be conducted in the academic year which includes teaching-learning schedule, university, and institution exam schedule, holidays, co-curricular and extra-curricular activities, unit tests, terminal examinations, Guest lectures, workshops, national days, camps, excursion and educational tours, field visits, parents-teachers meets, alumni meet, the anniversary of founder president, annual gathering, etc. IQAC keeps watching so that these activities are conducted properly.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

4

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

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

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

1

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

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

30

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

30

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

1.3 - Curriculum Enrichment

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

Professional Ethics and Human Values: During year in Covid-19 situation, activities are conducted through online/offline mode. Birth and death anniversaries of peoples, National and International days are celebrated. Awareness programs such as Covid-19 awareness and mask distribution, No plastic and Hygiene rallies.

Gender Sensitivity and Equality: Institute believes in the equality of boys and girls students, during this session following activities are conducted. Workshop on Role of nutrition in women's health, Covid-19 awareness workshop on Mother's day.

safety of both girls and boys students is important for that college is under CCTV surveillance. For girls students college has a girls' common room with equipped facility and a Sanitary napkin machine.

Environment and Sustainability To make aware students about the environment and sustainability different activities are conducted during the session, National environment day awareness program, National Ozone Day, awareness program, and poster competition, No use of plastic and the importance of hygiene rally, National Science day, a state-level quiz competition, Tree plantation. In university syllabus of B.Sc. Botany and Zoology subjects includes about environment and sustainability. In the university curriculum for S.Y. students, there is an environment subject through which environment studies are included. College has a 10KV rooftop solar project LED bulbs, Wheeling to the grid unit water harvesting unit, Borewell recharge, water bodies premisses.

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

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

1

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

0

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

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.adm.edu.in/uploads/documents/1656481991_atr_report_final.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	
1340	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

607

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

2.2 - Catering to Student Diversity

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

Identification of slow and advanced learners identification done on their academic performance in the previous year's examinations like unit tests, terminal exams, university exams, communication etc. Along with these teachers are observed the knowledge, communication, writing, and speaking skills of the students which also help in the identification.

Working on slow learners: Most of the students are found with many problems such as poor writing skills, weak speaking ability, weak communication, economical problems, weak physical strength, etc. To overcome these issues, the college conducts extra classes for such students in order to make their basics clear related subjects. The teachers of the college give home assignments, monitor their class attendance, and provide question papers of previous examinations.

Working on advanced learners Good academic performance in the unit tests, terminal examinations, communication skills, and interaction with teachers we keep such students in the category of advance learner. To give advanced learners a platform to develop themselves, the institution provides an open-access facility in the library through an internet resource center; more books are provided to such students through the departmental library. College also encourages such to participate in university, state, interuniversity competitions like seminar competitions, posters, quizzes, cultural, and sports competitions.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
1013	24

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

Experimental Learning-Laboratory work Students of the science stream perform regular practicals in the laboratory as given in their syllabus. Field Visit/ Tour Excursion tour and Bird watching, Industrial tour are organized for the students by Science department. Educational tours are organized by other streams also. Assignments Home assignments are given to the students for the self-preparation.

Participative Learning department is organized by guest lectures, workshops, and seminars for the students for their academic development. Students participate in competitions like Seminars, quizzes, and debates organized at the college level and also at the university, and state levels. To improve social awareness students are encouraged to participate in social activities through NSS. To improve environmental awareness students are encouraged to arrange and participate in environmental awareness activities. In order to develop skills, students are encouraged to participate in cultural, and sports activities.

Problem-solving methodologies Extra classes are arranged for the students which have poor knowledge of the subjects in order to make them capable of facing examination and academic challenges. Guest lectures, workshops, competitive examination, career counselling related activities are organized.

Environmental awareness-based activity, social activity, awareness programs, and social work, through NSS teach them about society and problems.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

During this academic session due to the Covid-19 pandemic, students are unable to come to the college so faculty members used an online platform for the teaching during the complete session. Using this online platform activities such as lectures, unit tests, terminal exams, guest lectures, seminars, workshops, and awareness activities are conducted for the students using tools such Zoom platform, Whatsapp, you-tube, Google form, Google classroom, etc.

There are 04 ICT-enabled classrooms and 01 audiovisual room for conducting classes, programs and activities which is equipped with LCD projectors, a sound system, a visualizer, a LAN connection, and a Smart podium. The institution has installed a Wi-Fi unit for the students inside the campus with a speed of 25 MBPS. Library has four computers with internet facilities are available for the students to use as a network resource center. The language lab is functional in the institution enabled with 25 computers, one server, and a LAN network. INFLIBNET (N-LIST) and allied e-resources are made available free of cost. During the session, the college organized International, National conferences. National and state-level workshops, state level, local quizzes, posters, and competitions using online platforms. Faculty completed FDP through online platform.

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

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

2.3.3.1 - Number of mentors

29

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

2.4 - Teacher Profile and Quality

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

24

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

16

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

190

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The internal assessment system already mentioned in the academic calendar unit test and terminal examinations are conducted as per mentioned in the calendar. Attendance of students is monitored by each faculty member and a record of attendance is maintained by each department.

The assignment is given to the students on different topics, students must complete this assignment and submit it to the respective subject teachers. Teachers are making the evaluation of assignments in front of the students and try to solve the all their queries of students. Record of assignment submission is maintained by the department.

For some streams project to be submitted which given to the

students by respective departments along with this viva-voce to be conducted. Data-related project submission and viva-voce maintain by the department.

The practical examination should be conducted for the science stream for that internal and external examiner is provided by the university. Marks are given to the students depending on performance in practical and viva-voce.

Environmental studies are made compulsory for the students of S. Y. of all the streams of UG. Grade has to be given to the students depending on the submission of the project and examination conducted.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

College-level Grievances:

Internal marks and practical marks and environmental studies grades are given to the students on the basis of their performance. As per the university norms, internal marks and practical marks, and environment grades are directly sent to the university without showing/ displaying to the students. So there is no mechanism to deal with examination-related grievances at the college level.

At University level:

Students can face the grievance-related examination are as mention below for that students must follow the procedure mentioned by the university.

Correction in the subject offered-university provides 3 Days time to the college to submit such grievances of the students to the university and get redressed observed anomalies.

Correction in Name on Hall Ticket University gives 7 Days time to get the hall ticket corrected through the institute.

Correction in Subject Offered on Hall Ticket University gives 7 Days time to get the hall ticket corrected through the college.

Re-valuation & Recounting The received grievances are submitted to the university by the college along with prescribed fees recovered from the students. The university declares a time frame every year for submission of marks-related grievances and declaration of results.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Our college Arvindbabu Deshmukh Mahavidyalaya Bharsingi is affiliated with R.T.M. Nagpur University, Nagpur, and follows the entire curriculum as provided by the university. The program which comes under the University for that University has designed objectives and uploaded them on the university website. Programs run by the college under the university having their outcomes are clearly stated by the university and are clearly mentioned on the college website.

The college has clearly stated the course outcomes of all the programs. Course outcomes are prepared by the subject teachers by considering the syllabus of the entire subject as per mentioned by the university. Program outcomes (PO'S) and Course outcomes (CO'S) are clearly mentioned on the college website.

Program outcomes (PO'S) and Course outcomes (CO'S) are maintained by each department and these outcomes are discussed with students by faculty members from time to time to keep students aware of the objectives of the program and the importance and use of the course for their personal, social development.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

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

During the academic session college prepared an internal evaluation mechanism through conduction of unit test, terminal examination, assignments, practical's, student seminar, student's participation in different social, cultural sports activities. This mechanism also helps students to improve the university results. During the academic session final year students results as mentioned below.

Sr. No.

Class

Result percentage

1

B. A. III

83.33

2

B.Sc. III

96.90

3

B.Com. III

89.18

4

M.A. II

84.48

Students from Science, Arts and Commerce UG program show good progression ratio to higher education. Students progression during the academic session as shown below.

Sr. No.

Academic session

No. of students progress for higher education

1

2020-21

43

College work in area of sports, culture, social, competitive examination guidance, career counseling etc in order so that students can make the progress and achieve in different areas. During this session even in covid-19 pandemic situation college get less opportunity even though some students are show their remarkable skill. There are 06 students are get selected for the government jobs.

Sr. No.

Activity

Award

1

Half Marathon 21 Km Interuniversity Competition at Bhubaneswar

Mr. Lilaram Bawane receive Bronze Medal and got selected for International sports event at China

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

2.6.3 - Pass percentage of Students during the year

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

236

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://www.adm.edu.in/uploads/documents/1651294009_sss_2020_21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

6

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

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

43

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

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

5

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

3.3 - Extension Activities

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

The institution organized various extracurricular activities and extension activities under the head of NSS, Gender Sensitization, Awareness Rallies, Campaign, Health Check-up Camps, Blood Donation Camps, Swachhata Bharat Abhiyan, Corona Pandemic Awareness, Masks Distribution, AIDS Awareness, etc. During the academic session there so many restrictions are come to the college because of that college face many problems in organizing such activities. It is important to celebrate international and national days to make students aware of their importance so this year we organized such activities like Yoga Day, Independence day, constitution day, Vaachan Prerna Diwas,

Marathi Rajbhasha Din, Library day Aids day, Republic day, Women's day, Science day Death and birth anniversary of great peoples, etc.

Due to the Covid-19 pandemic situation, many programs are attended by the students through online mode which creates problems while conducting such activities. Even though Teachers and some students are actively involved in these programs and activities from preparation to implementation. This approach enhances their holistic development. The institution engages faculty members and students in community work which eventually teaches them the importance of moral values.

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

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

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

0

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

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

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

4

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

145

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

3

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

The college campus area is nearly 5 acres out of which 6304.93 sq.m. is a build-up area. Inmain building consists of the Principal's Cabin, Administrative Office, Library, IQAC room. There are 12 classroom out of which 4 classroom are equipped with LCD projector and LAN facility, Science laboratories equipped with all instruments and facilities. There is one audio-visual room with the ICT facility. On the first floor there is a staff room for the Arts and Commerce department with the facility of PC, Printer, LAN, etc. Each department of science has a separate staff room and separate PCs and printers for the work. Language lab equipped with 25 PCs, and a LAN facility. Girls' Common Room attached with a toilet and with a functional Sanitary Napkin Vending Machine, a Boy's Common Room, separate toilets for the students and staff are available. One unit water purifier system withthree water coolers present on each floor.

Indoor stadium for the students , with facilitiesof separate changing room, toilets. Gymnasiumequipped with all instruments.Girls Hostel with all facility, college canteen for the students and staff. Roof top solar unitof (10KV) andbeautiful greenery in the campus area.

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

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

Facility for Cultural activities: Every year college organized the college Annual gathering for the students which include activities such as Elocution, Debate, Fashion-show, Rangoli competition, quiz competition, Flower Decoration, singing competition, Dance competition. Patriotic singing competitions on the occasion of Independence and republic day. The college has an Indoor stadium which multi purposely use for organizing such cultural events.

Facility for Sports and Games The college has a huge Indoor stadium to organize Indoor games Malkhamb, Rope Malkhamb, Table tennis, Badminton, chess, carom, etc. college organize sports event at college, university, state and national level. The college has an outdoor basketball court and a huge playground for organizing games such as running, Volleyball, Kho-Kho, Kabaddi, football, cricket, shot put, athletics, etc. At Interuniversity level Half Marathon at Bhuvneshwar our student Lilaram Bawane received a bronze medal selected for International games in China.

Facilities for Gymnasium The institution has a well-equipped gymnasium for the students and staff. Along with this college has a Green gym for the students attached to the playground which is open for all the students.

Facilities for Yoga To make the yoga practice students have an Indoor stadium and outside the Indoor, stage has been prepared for practice.

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

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

5

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

5

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

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

4.64

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

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

1. Library is automated with LIB-MAN Integrated Library Management System software (ILMS)
2. LIB-MAN is a highly integrated, user-friendly, and compatible system for complete computerization of all the in-house operations of any size or type of library.

3. It is a Cloud Base Software that supports the latest technology smartphone, SMS, Email.
4. Lib-Man is embedded with multilingual fonts.
5. The software includes Barcode & QR Code fonts which make issue and return procedures easier
6. The software includes Web OPAC, which provide student and faculty easier browsing facility.

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

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

A. Any 4 or more of the above

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

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

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

0.63

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year**

12

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

Institute provides and update IT facility for the students, faculty and administrative staff as per the requirement and need. These facility are distributed among the various departments for academic and administrative work. The institute has high speed internet to cater the need of academics as well as allied processes.

- College had Separate computer center, to facilitate internet access for all the students, staff and faculty members. This facility enables users to access meaningful information available online.
- E- Governance system by use of ERPs is implemented in Administration office, Exam, Library and for Academic Processes usable by faculty as well as students. During session college buy an updated version of ERPs to make the work easier and meaningful.
- LCD Projectors, Printers, Scanners, CCTV, Wi-Fi, LAN and Internet facility etc. are also available for effective teaching learning process. Digital section in Library with high speed internet connection helps the students and faculty to browse videos, e-journals, e-magazines, e-newspapers etc
- College had open Wi-Fi for all the stakeholders, during session 2019-20 college WLAN work with the low speed oas per the demand of stakeholder this speed updated to 30 MBPS from the session 2020-21.

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

4.3.2 - Number of Computers

66

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

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

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

8.42

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

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

Classroom, Laboratories, other-College has committee for the maintenance and upkeep of infrastructure. Welding fabrication unit in college where furniture repair is done with minimum charges. There are technicians, Plumbers, masons, Carpenters deputed for maintenance. Calibration, repairing, and maintenance of sophisticated lab equipment are done by the technician.

Library To ensure the return of books, no dues from the library is mandatory for students before exam. The proper account of visitors on daily basis is maintained.

Computers, Printers, Xerox machines, If problem generated then it is solved through deputed technician.

Sports infrastructure- The support staff is available given the responsibility of regular cleaning and maintenance. For any queries from students side or staff solutions given with the concern of the department and Principal.

Power Generation and energy conservation Solar rooftop unit of 10KV, Generator 02, other electric appliances, any problem generated, the application is given to the principal and problem is solved through deputed technician.

Water Supply:- College has 02 Bore wells and 01 Well, 01 RO unit, 03 water coolers, maintenance is done through the support staff, any problem generated is solved by deputed technician.

Botanical garden and college gardening maintain through the working unit under the guidance of the department of Botany.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

766

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

0

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

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

B. 3 of the above

File Description	Documents
Link to institutional website	www.adm.edu.in
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

246

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

246

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

6

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

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

5.2.2.1 - Number of outgoing student progression to higher education

42

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

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

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

government examinations) during the year

4

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

1

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

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

Administrative: Internal Quality Assurance Cell (IQAC): The institution has nominated a student representative in IQAC.

Student Council: Student Council is established every year as per the rules and regulations of the University.

Cultural Committee: Student representative nominated on cultural committee. Every year college organized cultural events student representative shows their presence in meetings cultural committee.

National Service Scheme (NSS): College organized activities and camps for the students through NSS. College nominated 01 students representative in the NSS committee.

Sports council: College also organized sports events for the students every year, during organizing such events it is important to consider the view of students so 02 students were nominated as members of the sports council.

College Magazine Committee: Every year college publishes college magazine and 01 student member is nominated to College Magazine Committee.

Library Advisory Committee: This committee is comprised of the principal, librarian, and faculty members along with a student representative.

Internal complaint committee: The institution has established ICC for the prevention and prohibition of sexual harassment of women in the workplace. ICC is comprised of faculty members and girls students.

Anti-ragging Committee: Anti-ragging Committee has 02 nominated the student's representative for the Girls' and Boys' sides each.

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

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

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

1

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

Institute currently having Non-registered alumni association in which 216 alumni are registered to the academic session 2020-21.

Institute conducts alumni meet for the alumnus in which discussion has been made on different agenda. In this session we conducted alumni meet through the online mode in which discussion has been done on following agendas.

- Information and progress about the registration of alumni committee has been discuss with the members.
- Discussion has been made on fund generation and providing other services through the alumni association.

Contribution by the Alumni

- During the covid-19 pandemic situation no funds generated through the alumni association.
- At academic level our alumnus Dietician Miss. Puja Sahare had conducted workshop on "Role of nutrition in women's health" for the students and parents.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
File Description	Documents
Upload any additional information	View File
GOVERNANCE, LEADERSHIP AND MANAGEMENT	
6.1 - Institutional Vision and Leadership	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>In accordance with mission and vision, College Development Committee (CDC) is constituted as per the norms of the Maharashtra University Act. Executive committee members, teachers, non-teaching staff members, and students are members of the CDC. IQAC consists of the stakeholders directed by NAAC. The institution consults IQAC and CDC for making key policy decisions and considering important proposals for the development of the institution.</p> <p>To enhance the quality of education, the institute provides all the required facilities, qualified teachers to enhance the teaching and learning of the students. Maximum students belong to rural areas so face problems such as poor English, weak communication skills, less interaction with teachers, lack of confidence, etc. to overcome such issues various activities through guest lectures, workshops, NSS activities, cultural program, seminars, social activities, competitions, are organized.</p> <p>Skill-based programs for the students such as self-financed certificate courses, welding fabrication, fashion designing, Vermicomposting, etc. Competitive examination guidance and career counseling through various activities to make them aware of opportunities. The college always works hard to accomplish its vision and mission more effectively.</p>	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Every year college organized various events such as the University level NSS camp, National/State/University level sports activities, Annual gathering, International/National conferences, etc. to conduct these activity college work on a decentralized and participative management basis so that each and every stakeholder become part of these events. During this academic year due to the covid-19 pandemic situation, the college did not get permission to conduct these activities through affiliated universities as students are not able to come to the college.

Case study:- Organization of Online National conference on "Emerging trends in science and technology"

To organize such a huge event it is necessary to discuss the budget and way to organize the event, so the discussion has been made with the management committee (CDC). After a positive response from the management committee, in the meeting of IQAC discussion has been made on the organization of the event. The different committee has been formed, work has been distributed among the committee conveners and members. Dr. S.P. Gudadhe, Dr. N.M. Raut and Dr. P.V. Gayakwad, Dr. M.R. Raghuvanshi, were given responsibility as Convener, Co-convener, Secretary, Joint-secretary with their leadership the event was successfully conducted in sessions 2020-21 with decentralized and participative management.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

IQAC plays a key role in the overall development of the college, the suggestion by the IQAC was given to the Principal regarding academic, administrative, and infrastructural development was put forward by the Principal in the meeting of CDC. As per the suggestion of management, a body plan has been prepared for the implementation of the suggested work.

IQAC prepared the academic calendar of the institute with reference to the academic calendar which includes different activities such as Guest lectures, seminars, workshops, conferences, NSS activities, sports activities, cultural activities, examinations, etc., and all the activities are conducted successfully at institute level and department level.

Conference/Seminar/Competitions:- National conference on "Emerging trends in science and technology" and "International Conference on Contemporary approaches and application in physical education and sport sciences conducted online during the academic session 2020-21. State-level quiz competition on the occasion of National science day organized during the academic session.

NSS, Sports, cultural activity:- Due to Covid -19 pandemic situation activities like university-level NSS camps, Annual gatherings, Sports activities did not conduct as per the rule of the Maharashtra government. Few NSS activities and cultural events are conducted through online mode. College publishes the college annual magazine "Onjal Phulanchi

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	www.adm.edu.in
Upload any additional information	No File Uploaded

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

The organizational structure of the institution includes the governing body, administrative setup, and functions of various bodies:-

CDC is the main governing body of the institute headed by the chairperson responsible for policymaking and budget approval. The institutional decisions are made by the Principal in consultation with management. Faculty and various committee/cell in-charges are directed by the Principal. IQAC is the main committee which monitor the functioning and working of

all other committees in college.

Service Rules, Procedures, Recruitment, and Promotion
The institute strictly follows the statutory norms and procedures in the recruitment and promotion of academic and administrative staff. The recruitment and promotional policies are designed by the regulatory authority and affiliating authority UGC, the Maharashtra government, and University.

The promotional policy of the institution is transparent and impartial. The promotional procedure for teaching faculty is based on PBAS recommended by UGC and the affiliated university. The Confidential Reports of non-teaching staff are sanctioned by CDC for promotion.

For recruitment, the duly constituted selection committee by the vice-chancellor takes the interview and selects the candidates on the basis of merit and performance.

Institution has constituted Internal Complaint Committee (ICC) and Anti-Ragging as per the norms of the affiliating university.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	http://www.adm.edu.in/uploads/documents/1657949060_organogram.pdf
Upload any additional information	No File Uploaded

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

As per state government rules and regulations welfare schemes are applicable.

Arvind Sahakari Bank is available for large amount loans such as Home loans/Personal loans/ Emergency loan facilities and saving facility.

Arvind credit co-operative society is available for an emergency loan with a small amount up to 2lac.

Grant for participation in conferences and seminars for teaching faculty.

General Provident Fund (GPF), Defined Contribution Pension Scheme (DCPS)

Medical reimbursement facility is available for teaching

Various leave facilities i.e. medical leave, casual leave, earned leave, maternity leave, etc.

Special duty leaves to staff for participation in sports events held at state, national and international level FDP/FIP, conferences/seminar/workshop is applicable in the institution.

Career Advancement Scheme (CAS) is applicable as per the Government norm

Internal complain committee for the prevention of sexual harassment for women staff and students.

Felicitation of teaching and non-teaching staff on the occasion of retirement, promotion, awards of Ph.D., recognition of research supervisor, recognition on different bodies of the university, Government.

Financial Assistance for presenting papers in Workshop, Conference, Seminar on International/National level, etc.

Institute organizes training programs as per the need for skill development of non-teaching staff

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

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

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

0

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

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

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

4

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

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

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

9

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

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

For teaching staff

All the teaching staff submits a Performance Based Appraisal

System (PBAS) each year based on the performance appraisal norms suggested by the UGC and affiliated university. PBAS system divides the performance of teachers into three categories.

1. Teaching, Learning, Evaluation activities
2. Co-curricular, extension, professional development activities
3. Research publications

Every year the performance of teachers observe by the IQAC and the Principal of the institute. Verification and suggestion are given to the teacher for improvement in the next academic session. Promotion of teachers is done through the PBAS system. The proposals of all eligible faculties are forwarded to the JD office through IQAC and the principal for placements and promotions.

For non-teaching staff

For non-teaching staff member's confidential report is prepared by the superintendent of the college, and thereafter it is being submitted to the principal for further processing. The principal verifies the CR reports with IQAC based on the observations for the academic year. They are asked to improve their soft skills and general behavior since they are the ones who come into the contact with students regarding official matters. Based on the report received, the annual increments/incentives are granted to the concerned employees.

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

6.4 - Financial Management and Resource Mobilization

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

Every year institute conducts an internal and external audit on regular basis.

Internal Audit

An internal financial audit is a continuous process and the accountant mainly takes care of it. Every year at the beginning budget academic, administrative, and physical facility disused and sanctioned. Expenses of the previous year are also taken into consideration for the preparation of the annual budget. During the internal audit, the accountant may give a few suggestions related to some of the finance and stock-related records, giving an opportunity to the institute to address and rectify the same.

External audit

Institute conducts an external audit every year, a group of external auditors comprising a team of chartered accountants perform the auditing of the institute's financial records and book as per guidelines of the income tax department. For external audit done through chartered accountant firm Sharma and associate Nagpur. This audited report the submitted to the JD office in Nagpur then the Senior auditor and JD office in Nagpur did the assessment of the submitted financial report.

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

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

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

3.5

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

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

Institute affiliated to the R.T. M. Nagpur university Nagpur and is recognized under 2f and 12B sections by the Maharashtra government. College currently running 02 UG program under grant-aid and 01 UG and 01 PG program under non-grant-aid basis.

College generated the funds from students' fees and funds for students' development sanctioned through the affiliated university. It was used under different heads for the development of students. For the utilization of the fund, it should be sanctioned through the principal and then the fund is realized through the proper channel. Every year fund was used in the proper channel, in order to maintain a record and proper management.

In order to make any infrastructural work, it will be done through the UGC scheme or from financial support through the executive management. In both cases proposal is to be prepared and put forward through a proper channel. After getting sanctioned the fund is utilized in a proper way under the observation of the Principal and IQAC.

Every year financial audit is conducted through external agencies so that utilization of funds is generated in audit reports.

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

6.5 - Internal Quality Assurance System

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

Up-gradation of e-governance in area of operation

IQAC and administrative staff mentioned the need for an updated version of the software Master Soft ERP. In IQAC meeting discussion has been made on the up-gradation of administrative software, and it was decided to put the issue in front of executive management. The principal put forward the necessity of up-gradation and sanction has been received from executive management. Institute purchased Master Soft ERP Solution Pvt. Ltd. And Tally. ERP9 Silver- Accounting for up-gradation of e-governance in areas of operation such as administration, finance account, student admission.

Use of online education system during a covid-19 pandemic

During the academic session due to the covid-19 pandemic situation, students are not allowed to attend the offline college by the Maharashtra government there was restriction also on teaching staff in the college. In this situation to complete academic sessions with all the activities such as teaching, learning process, guest lectures, seminar, webinars, social awareness, and all other activities, it is necessary to adopt an online education system. So IQAC in the meeting clarify to all the teaching staff to adopt the online platform such as Zoom, Google meets, you-tube, what's-app platforms to conduct such activities.

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

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

Use of online education platform for teaching-learning process

In covid-19 pandemic situation, students are not allowed to attend the offline college and there was restriction also on

teaching staff in the college. To complete academic sessions with all the activities such as teaching, learning process, guest lectures, seminar, webinars, social awareness, and all other activities, it is necessary to adopt an online education system. In IQAC meeting it clarify to all the teaching staff to adopt the online platform such as Zoom, Google meets, you-tube, what's-app platforms to conduct such activities. Some faculty members are unaware of using this platform so IQAC arranges training sessions for them.

The college has ICT facilities for the students with 04 classrooms and 01 audio-visual room with Screen, projector, LAN, a sound facility which was regularly used during the teaching-learning process.

Examination and Evaluation

The examination is the best way the evaluation of students so we regularly adopted examination schemes such as conducting unit tests and terminal examinations for the students. It helps us and students also their evaluation. Along with this students are given assignments, seminar activities, quizzes, and participation in competitions at different levels organized activities also help the evaluation of students.

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Safety and Security:-

1. Students' safety is a high priority issue for the college. So the college had a security guard which did not allow anyone without an identity card inside the college premises.

2. The Institute has installed CCTV cameras 24/7 for surveillance.

4. College campus has ample lighting for safety at night.

5. The Institute maintained separate toilets for both ladies and gents on each floor.

6. The Institute has MOUs with Doctors for organizing the health check-up camp.

7. For attending to minor medical problems, a First aid box equipped with medicines has been kept in the first-aid room.

8. Different programs are organized for the girl students to aware them of safety and security.

Counseling: Institute has different committees through which girls students are get counseling regarding different issues such as

1. Women cell
2. Internal complaint committee
3. Anti-sexual harassment cell
4. Anti-ragging committee

Through this cell college organized different activities for the girl students to make them aware of safety, health issue, medical issue, etc.

The institute provides counseling to students of both genders as and when required by Mentee: Mentor

Common Room: The Institute has separate common rooms for girls with required facilities for the girl students. In the girls, common room sanitary napkin machine is also attached through which students get sanitary napkins at are very low cost.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://www.adm.edu.in/uploads/documents/1656917007_7.pdf

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

B. Any 3 of the above

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

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

Solid waste management

- The college had a dustbin at every floor college for the collection of general solid,, semisolid, E-waste of Blue, yellow and green colours.
- Leaf litters from trees in premises are every were, at some places in keeping as it is while from some places it is collected and dumped at a vermicomposting unit in college.
- College has MoU with "Grampanchayat of Rohana" and Pride Computers for management of Solid and E-waste.
- The College NSS unit takes a cleanness drive on college premises once a month.

Liquid waste management

- General liquid waste in college is passing away from college premises through the wastewater line college.
- Chemical waste generated through the laboratory is collected in a separate container and is disposed of through the proper channel

Biomedical waste management

- The college had MoU with Latamangeshkar hospital for the management of Biomedical waste generated mainly through the girl's common room.

E-waste Management

- The college had MoU for the collection of the E-waste generated in college. E-waste is generated yearly and collected by Pride computer Ltd., some of its use for recycling, and others are properly disposed.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institutional environment and

A. Any 4 or all of the above

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

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

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

B. Any 3 of the above

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

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

In order to ensure attainment of this, the institute organizes different activities such as

- Cultural activities through annual gatherings and other events for students which aware of the culture and society.
- Sports activities annual sports competition which mainly includes regional games Kho-Kho and Kabaddi.
- NSS regular activities on college premises and surrounding village which include Swachhata Abhiyan, awareness program, rallies, etc and NSS university and college level camp which provide students platform for skill development and opportunity to observe the issue society.
- Death and Birth anniversary program help students to know about the people and their work for the society and people which encourage them to make self and society development.
- Marathi Bhasha Pandhawa celebrates as per the suggestion by the university in which different programs are conducted.
- In covid-19 pandemic situation, many of the above programs are not conducted but some are conducted as
 - Death and Birth anniversary program (Online mode)
 - National days such as Independence Day, Republic day, Constitution day, Voter day, Yoga day, etc.
 - Awareness program " Mask distribution and covid-19 awareness program in Inderwada village, Plastic-free environment rally, aids awareness program, workshop on "role nutrition in women health" etc.

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

7.1.9 - Sensitization of students and employees of the Institution to the constitutional

obligations: values, rights, duties and responsibilities of citizens

International and National Days:- Environment Day, Yoga Day, Independence Day, Teachers day Constitution day, Voter day, Consumer day, National science day, Republic day, etc

Birth and Death anniversary:- Arvindbabu Smruti Din, Mahatma Gandhi Jayanti, Savitribai Fule Jayanti, Swami Vivekanand Jayanti, Dr. Ambedkar Jayanti, Sant Sevalal Maharaj Jayanti, Shri. Shivaji Maharaj Jayanti, Gadge Maharaj Jayanti, Yeshwantrao Chauhan Jayanti, Sant Ravidas Jayanti are the activities are conducted to aware the students and faculty the Human values.

NSS activities:- NSS is the best platform to aware the students and faculty of their duties and responsibility towards the people, society, environment, etc. In accordance with this NSS college conduct, different activities but this year due to the pandemic situation very few activities are conducted.

- Covid awareness program and mask distribution at Inderwada village
- Plastic-free environment awareness rally at village Inderwada
- Aids awareness program

Women Cell: Women cell in college conduct different activities related to awareness, health, gender equity-related activities this year these activities are conducted through the cell

- Workshop for the students and parents about the role of nutrition in women's health
- Mothers day program in which women cell members interact with the students and parents.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed

C. Any 2 of the above

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

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

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

During the academic session different International/National/Local days are celebrated and events are also organized on the occasion of celebrating these days. Along with days, programs on the Birth and death anniversaries of different peoples are also organized.

1

International Yoga Day

21 /06/20

2

Independence Day

15 /08/20

3

Ozone conservation Day

16 /09/20

4

Vachan Prerana Din

15 /10/20

5

Constitution Day

26/11/20

6

National Yuva Day

12/01/21

7

Republic Day

26/01/21

8

Marathi Bhasha Din

27/02/21

9

National Science Day

28/02/21

10

International Women Day

08/03/21

11

Mothers Day

10/05/21

12

Arvindbabu Smruti Din

19/09/20

13

Mahatma Gandhi Jayanti

02/10/20

14

Savitribai Fule Jayanti

03/01/21

15

Swami Vivekanand Jayanti,

12/01/21

16

Dr. Ambedkar Jayanti,

14/04/21

17

Sant Sevalal Maharaj Jayanti,

15/02/21

18

Shri. Shivaji Maharaj Jayanti,

19/02/21

19

Gadge Maharaj Jayanti,

23/02/21

20

Yeshwantrao Chauhan Jayanti,

12/03/21

21

Sant Ravidas Jayanti

27/02/21

22

National Chemistry week

23&24/ 10/2020

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

7.2 - Best Practices

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

Practice 1:-Students' engagement during Covid-19 lockdown

Goal:-Our goal is to complete the academic session and to keep

the students in touch during covid-19 pandemic situation

Objectives of the practices: Engagement of students for completion of assigned syllabus and co-curricular activities through online mode.

Context:-To adopt online education format and make aware students regarding it.

The Practice:-Conduction of Online classes, examination, activities, and programs.

Evidence of Success-Syllabus was completed, Examinations were conducted, Online activities are conducted.

Problem Encountered-Some of the students were unable to attend classes due to the unavailability of cell phones/computers and internet connectivity.

Limitations:Many students don't have an android cell phone which is an essential condition to attend the classes, If the internet connection is lost then the class will get disturbed.

Practice 02:- Awareness activity for the people in society

Goal:- To know about precautions to be taken, hygiene to be maintained, nutrition to be taken, and remaining healthy.

Context:-It is important to be aware of the situation and what are important aspects so that people can prevent themselves and their family.

The Practice:-In accordance with this, we organized awareness activities, programs.

Evidence of Success: This practice has helped the students, parents, people in society

Problem Encountered Some activity conducted online so few students and their parents join the activity, Interaction with the parents was found to be less as they hesitate to interact.

Limitations:It is difficult to work during the covid situations and make face-to-face interactions.

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

7.3 - Institutional Distinctiveness

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

Students' engagement during Covid-19 lockdown

Due to the outbreak of Covid 19 coronavirus disease, colleges were shut down, and onsite classes were stopped, during that situation, it was very difficult to remain connected with students, even their completion of the remaining syllabus, and conducting examinations was a challenging task. Engagement of students for completion of assigned syllabus and co-curricular activities through online mode.

- Conduction of online college level and university level examinations.
- Utilization of time for keeping the touch with students during pandemic situations.
- Organization of various online activities for the enhancement of the skill of students.
- To develop a culture of collaborative learning.

Teacher staff tried hard to learn online platforms such as Zoom Platform, Google classroom, and WhatsApp messenger. Although many teachers were not familiar with these platforms but by discussing with other faculty who know about these things. Sharing knowledge makes one able to handle such a platform. All faculty informed students to download these platforms, students positively downloaded the platform, and the interaction between teacher and students started, year-wise messenger groups were created to communicate with students, to send notices of college and safety guidelines about covid 19 coronavirus disease, these practices help to all the teaching faculties to connect with students and teach them effectively during the pandemic situation.

- Online classes conduction
- Online unit test conduction

- Online terminal examination conduction
- University level theory and practical examination conduction
- Various webinars, and workshops conductions.
- Online awareness program

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

7.3.2 - Plan of action for the next academic year

- Conduction of regular activities including guest lectures, seminar, workshops, social activities, sports activities, tour/visits etc.
- Ogranization of Intenational/ national conferences.
- Organization of training programme, alumni meets, parent teacher meet etc.
- Improvement in reaserch work such as paper publication, book publication, research project etc
- Infrastructural developement/renovation such as administrative office, water harvesting unit etc.
- Organization of NSS camp state/university level.
- Organization of sports events National/state/university level.
- Work on Improvement students in sports and cultural events at national/state/university level.
- Organization of cultural events at National/state/university level.
- More envolment of faculties for attending the FDP, Orientation and refresher courses.
- Encourage faculty to attend International/national conference and to provide them assistance to attend.
- All the possible work for more developement of institute during the academic session 2021-22.