



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

MAHATMA JYOTIBA FULE COMMERCE,
SCIENCE AND VITTHALRAO RAUT ARTS
COLLEGE, BHATKULI, DIST.
AMRAVATI.

- Name of the Head of the institution **Dr. K. S. Jamdhade**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **07212389010**
- Mobile No: **9921559789**
- Registered e-mail **principal.bhatkuli@gmail.com**
- Alternate e-mail **viveknarkhedkar@rediffmail.com**
- Address **At Post. Tq. Bhatkuli , Dist
Amravati (M.S)**
- City/Town **Amravati**
- State/UT **Maharashtra**
- Pin Code **444602**

2.Institutional status

- Type of Institution **Co-education**
- Location **Rural**

- Financial Status **Grants-in aid**
- Name of the Affiliating University **Sant Gadge Baba Amravati University, Amravati (M.S.)**
- Name of the IQAC Coordinator **Dr. Vivek R. Narkhedkar**
- Phone No. **07212668292**
- Alternate phone No. **9921559789**
- Mobile **9766291728**
- IQAC e-mail address **iqacmjfmv.bhatkuli@gmail.com**
- Alternate e-mail address **principal.bhatkuli@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)) <https://mjfbhatkuli.org/pdf/AQAR%202020-21.pdf>

4.Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://mjfbhatkuli.org/pdf/Academic_Calender_2021-22.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	56	2006	21/05/2006	20/05/2011
Cycle 2	B	2.36	2017	30/10/2017	29/10/2022

6.Date of Establishment of IQAC **08/04/2008**

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
Nil	Nil	Nil	Nil	Nil

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 3

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

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)

In the first IQAC meeting of the academic session, academic plan and extension activities to be undertaken by the Departments were planned and successful implementation was monitored throughout the year.

Under the directions of the IQAC, all the teaching faculties were instructed to use ICT tools for virtual teaching and learning during the pandemic in 2021-22. In extension to the directions received from IQAC, some faculties had started to develop e-content. IQAC also encouraged the faculty members to undergo training to learn ICT methods via attending workshops, FDPs, etc.

3. Under the supervision of IQAC, the Department of Chemistry and Physics organized National Level Workshop on Prospects and Utilities of Intellectual Property Rights. Another significant contribution was, considering the pandemic and being a socially responsible part of society, the IQAC and NSS unit of the college organized three days COVID-19 vaccination drives on the college campus on 05/01/2022 and 07/01/2022, and 11/01/2022.

As suggested by IQAC continuously, the management agreed to the proposal for extension of the college building and the 3rd floor was constructed on the college building during the year 2021-22.

Submission of AQAR 2020 - 21 to NAAC Bangalore.

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 and ensure the compliance of the academic calendar for the session 2021-22.	Academic activities of college were conducted as per the academic calendar
To plan and ensure the effective teaching during the COVID-19 pandemic.	The teaching staff of the college had made sure the optimal utilization of the available resources for effective delivery of the curriculum. Some faculties also started developing their own e-contents.
To make available the COVID-19 vaccines for the stakeholders and the other people in general.	Being a socially responsible entity, the institute conducted COVID-19 vaccination drive via P.H.C., Bhatkuli for all the stakeholders and other public of the town.
To celebrate various days of national importance and organize various seminars/workshops and other like events.	As a part of responsibility and gratitude, Independence Day, Republic Day, N.S.D., Birth and Death anniversaries of great leaders were celebrated and commemorated. Also, webinars, workshops, guest lectures were organized by various Departments.
To arrange Educational Tour/ Institutional Visit / Excursion.	The Science Departments had arranged Institutional / Industrial Visit at Mahatma Gandhi Institute for Rural Industrialization, Wardha.

13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

1.Name of the Institution	MAHATMA JYOTIBA FULE COMMERCE, SCIENCE AND VITTHALRAO RAUT ARTS COLLEGE, BHATKULI, DIST. AMRAVATI.
• Name of the Head of the institution	Dr. K. S. Jamdhade
• Designation	Principal
• Does the institution function from its own campus?	Yes
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• Pin Code	444602
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• Location	Rural
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
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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			3		

<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? 	No	
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<ul style="list-style-type: none"> If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
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<p>Under the directions of the IQAC, all the teaching faculties were instructed to use ICT tools for virtual teaching and learning during the pandemic in 2021-22. In extension to the directions received from IQAC, some faculties had started to develop e-contents. IQAC also encouraged the faculty members to undergo training to learn ICT methods via attending workshops, FDPs, etc.</p>		
<p>3. Under the supervision of IQAC, the Department of Chemistry and Physics organized National Level Workshop on Prospects and Utilities of Intellectual Property Rights. Another significant contribution was, considering the pandemic and being a socially responsible part of society, the IQAC and NSS unit of the college organized three days COVID-19 vaccination drives on the college campus on 05/01/2022 and 07/01/2022, and 11/01/2022.</p>		
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13. Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	11/01/2023

15. Multidisciplinary / interdisciplinary

The college offers three streams viz. Arts, Commerce and Science. Inherently, we are operating as a multidisciplinary institute. The various activities conducted by the college are merger outputs of the efforts of the teaching and non-teaching members of all three faculties. But, being the affiliated college, the curriculum is designed by the parent University and we are following the prescribed curriculum with all due processes.

In view of the NEP 2020, the required interdisciplinary approach may be effectively fulfilled by the institute if directed and implemented by the parent University.

16. Academic bank of credits (ABC):

In continuation to the multidisciplinary / interdisciplinary approach and in tune with the NEP 2020, the parent University announced the adoption of CBCS pattern from the academic session 2022-23.

As per the directions received from the parent University, the institute has encouraged the students to open an account with the digilocker where his/her academic credits will accumulate for prospective use. So, we are at the beginning to adopt and develop the academic bank of credits.

17. Skill development:

The college being the affiliated institute is abiding by the directions from the parent University. The University has announced the adoption of the CBCS pattern from the academic session 2022-23. In this context, as a part of the CBCS curriculum, the University has introduced an Ability Enhancement Compulsory Course (AEC) in English and a Second language for strengthening communication skills in the languages. Along with that University has also introduced a Generic Open Elective Course (GOEC), wherein, the college has accepted the Personality

Development & Soft Skill as an elective course for imparting life skills to the students. Also, the CBCS has introduced Skill Enhancement Module (SEM) as a compulsory part of the discipline-specific courses. Such courses will impart the required skills in the specific subject to increase the employability in the students.

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

As expected from the higher educational institution, the medium of instruction at the degree level should be English. On the other hand, the maximum number of students admitted to the college belongs to rural areas, so the use of the vernacular languages proves as a supporting tool for the students to grab an understanding of the subject. Therefore, a teaching-learning process in bilingual mode is already in practice at the college.

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

Outcome-based education focuses on results. Being the affiliated college, all the programs offered by the college will adhere to the outcomes-based education (OBE) pattern as declared by the parent University from the academic session 2022-23. The University has given clearly defined POs, PSOs and COs in the published new syllabus from 2022-23. Previously, the institute had framed its own outcome for each course and program. In the beginning of each session, during the induction program, the students are made aware of the concerned POs, PSOs and COs. The teaching staff of the college is also instructed to begin the lectures with clearly defined outcomes in tune with the syllabus. As the newly introduced syllabus and NEP focuses on experiential and application-based learning, students will be required to undertake an internship with local industries, businesses or academic institutes to bring about holistic development and improve their employability which will reflect the achievements of the outcome.

20.Distance education/online education:

NEP has emphasized on distance education / online education to expand student access to high-quality education and training. The flexible scheduling of Distance Education courses allows the students to learn at their own pace and time. To understand current online teaching trends and to incorporate modern teaching skills in their classrooms, teachers are encouraged to participate in advanced pedagogy training programs. The institute also encourages the students to enroll on the SWAYAM platform for

various available courses so that they can earn credits. Converting the challenge of Covid-19 pandemic into an opportunity, the college has managed to break geographical barriers in teaching-learning, allowing the students of our college to interact with the teachers and renowned experts. Some of the faculties have developed their own e-contents.

Extended Profile

1.Programme

1.1	6
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	679
Number of students during the year	

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	

File Description	Documents
Data Template	View File

2.3	63
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	26
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Number of full time teachers during the year		
File Description		Documents
Data Template	View File	
3.2		
Number of Sanctioned posts during the year		
File Description		Documents
Data Template	View File	
4.Institution		
4.1		10
Total number of Classrooms and Seminar halls		
4.2		20.08
Total expenditure excluding salary during the year (INR in lakhs)		
4.3		27
Total number of computers on campus for academic purposes		
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		
<p>In tune with the Mission and Vision, the college is working to promote intellectual and cultural development of the society by educating, and empowering students by providing sports, games and physical training facilities for overall personality development.</p> <p>The academic session 2021-22 had witnessed both online as well as later commenced usual offline mode of teaching-learning. To keep the pace with the changing scenario and to ensure the effective delivery of the curriculum, regular meetings were held with all the teachers. In the meeting, a well-planned delivery mechanism was chalked-out. To begin with the academic session, college had organized induction programs for the newly admitted students.</p>		

The IQAC along with all HoDs monitors the progress for effective implementation of the curriculum, timely delivery and smooth implementation of the time table throughout the year. The institution has a central library with open access system to various offline and e-resources.

The college being the affiliated institute has adopted the curriculum designed by S. G. B. A. U., Amravati. Two faculties of our college were elected and continuing their tenure as member of BOS from session 2018 - 19.

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)

As a part of operational mechanism, every academic year begins with the meeting of all the faculty members under the chairmanship of the Principal. In the meeting, college academic calendar aligning with the Parent University's academic calendar is prepared along with the various committees. For the public access, academic calendar is published in college prospectus and hosted on college website. It helps the students to understand the operations of the semester pattern system, viz. teaching and learning days, examination period, academic events and other important days. It ensures the timely delivery of the teaching learning process along with other curricular and extra-curricular events to be carried out while keeping pace for the completion of syllabus.

For continuous internal evaluation, the parameters are class tests conducted by individual teacher, college level common test examination, attendance, presentation, study tour, excursion, assignments, seminars, group discussion, workshop, projects, practical examination and viva voce. The institution insures transparency in internal assessment and strictly follows the rules and regulation of the parent University for the assessment of the students and the outcomes are communicated to them. At the same time, the performance of the students in co-curricular and extra-curricular activities is also taken into consideration.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
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

0

File Description	Documents
Any additional information	View File
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)

0

File Description	Documents
Any additional information	View File
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

0

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

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

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

Our institution is an affiliated college. In such case, the various aspects and design of the curriculum is a sole right of the parent University. Whilst, some of the contents of these metrics are an integral part of the University's curriculum, the remaining parameters are addressed as a moral social responsibility of the institution that is supposed to be an inseparable part of the educational fraternity.

The further details pertaining to the response to this metrics is attached.

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

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

0

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

Nil

File Description	Documents
Any additional information	View File
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
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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)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed
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File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.mjfbhatkuli.org/pdf/1_4_2_Stakeholder_feedback.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

1080

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

585

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

Our college has students from backward class section of the society. College has made clear in the Vision and Mission statement that growth and development of the rural area is our prime focus.

Along with academics, students are assessed for presence of skills related to curricular and extra-curricular activities. Equal opportunities are given to all students irrespective of their gender, caste, creed, economic background, etc. for participation in various activities like sports, cultural events, seminar competition, etc. The advance learners, students who excel in their irrespective fields, are given opportunities to represent college in competitions. Other students, slow learners, are provided guidance and learning opportunities to polish their skills.

The students are assessed by conducting tests, seminars, peer teaching, group discussion, regular monitoring, etc. Based on their performance in relation to class, they are grouped into slow learners and advance learners.

For Slow learners, college adopts following practices:

1. Remedial coaching
2. Group discussion
3. Personal counseling
4. Seminar presentations and discussion
5. Extra book issuance policy for better learning

For advanced learners, college adopts following practices:

1. Experience learning via participation in various

competitions

2. Group discussion among toppers related to subjects

3. Personal counseling for success in competition

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
679	26

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

To augment the experience of student via various means, we adopted following methodologies:

1. Experiential Learning

Project work: Project work is an integral part of B.Sc.

Participation in competition: Students are always encouraged to participate in co-curricular and extra-curricular competitions.

Field Visits: Faculty identifies and proposes academically significant Field visits.

Industrial Visits: Various departments plan and organize the industrial visits for students to provide exposure.

Guest Lecture: Guest lecture by eminent experts from industry and academics.

2. Participative Learning

Team work: The activities under NSS, institutional social responsibility through Red Ribbon Club, Tree plantation, Swatchh Bharat and Health awareness camp help the students to learn working in a team.

Debates: Debates are followed in many of the subjects where learning process gets justified in the argue-mental way.

Participation in Outside the Campus: College provides opportunity for the students to participate and learn from the activities that are conducted from other institutes.

3. Problem solving Methodology

Discussion: College follows the discussions methods in many of the subjects.

Quizzes: Quiz competitions are conducted by subject teachers in all UG programs.

As the session 2021-22 is completed in the online and later offline mode some activities were not conducted.

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

In today's changing world, it is essential for the teachers to adopt, learn and master the latest technologies to enhance the teaching-learning experience. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education.

The following tools are used by the Institute as an ICT Tools:

Projectors: 4 projectors are available in different classrooms/labs.

Desktop computers: Available at Computer Lab and all Departments.

Seminar Hall: It is with LCD projector.

Online Classes: In pandemic, classes were engaged through Zoom, Google Meet and Google Classroom.

Digital Library resources: The college library has a subscription of N-List and it is available in remote access for the stakeholders.

Use of ICT by Faculty:

PowerPoint presentations: Faculties are encouraged to use power-point presentations in their teaching by using LCD projectors.

Online quiz: Faculties conducts online quiz for students.

Video Conferencing: Students are counseled with the help of Zoom / Google meet applications.

YouTube lecture: Recorded video lectures are made available to students by a faculty via YouTube channel.

Online competitions: Various events such as poster making and presentations, quiz, debates, etc. are organized.

Workshops: Teachers used various ICT tools for conducting workshops and webinars.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.mjfbhatkuli.org/pages/library_resources.php

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

25

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

2.4 - Teacher Profile and Quality

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

27

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

22

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

361

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 parent University in its curriculum has incorporated the internal assessment as an integral part of the evaluation process for the students of all the faculties. Mechanism of internal assessment is based on the student's participation in various activities. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Principal holds online meetings of the faculties and directs them to ensure effective implementation of the evaluation process.

The individual teachers the student from time to time through online meeting such as Zoom meet and Google meet. The teachers organized online group discussion for the students. Teacher also organized online seminar of the students for the internal assessment, seminar presentation improves the communication skills. The individual teacher took unit test and common test though Google form. The institution ensures the transparency in internal assessment by using above mentions online tools and strictly followed rule and regulation of Parent University for the assessment of students and outcome are communicated to them. Teachers also organizes online co-curricular and extracurricular activity for the students overall personality development.

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

A transparent, time-bound and efficient method is adopted by the college for dealing with internal examination related grievances. The internal examination of student is a continuous process throughout the semester. But still, the marking of internal examination is done on the assessment based on unit-test, assignments, lab continuous evaluation, project work, seminars, etc.

The students were informed at the beginning of the session about the parameters designed by the respective subjects as per the prescribed curriculum of the University. The students are made familiarized with these instructions in the Induction program conducted at the beginning of the first year/first session of the degree. At the end of teaching days and prior to the University examinations of each semester, students are made aware/informed about the internal assessment score awarded to them. Later, they are given about 1 week for any grievances related to the awarded score. They may reach to the concerned subject teacher and discuss the raised issue with proper justification. The students are again given opportunity to take the unsatisfied matter to the Head of the concerned Department. If further dissatisfaction persists, final authority in such cases is Principal.

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.

The teachers and students are aware of the stated program and course outcomes of the programs offered by the institution. The students are made aware about the stated outcomes of course and programs during the initial days of the academic session by the respective teachers. Please find the stated outcomes as attached / uploaded pdf file.

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.

The institute follows the pre-defined criteria for the assessment of the attainment of program outcomes and course outcomes. The explanation pertaining to pre-defined criteria for the evaluation of attainment of COs and POs for the academic session 2021-22 is attached herewith.

File Description	Documents
Upload any additional information	View File
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

63

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	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.mjfbhatkuli.org/pdf/2_7_1_Student_Satisfaction_Survey_report.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)

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

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

10

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

3.2 - 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**

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**

19

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

Our college resides in the rural part and being there most of the wages and livelihood is dependent on agriculture. Keeping this context, to provide a new opportunity for the development of rural people, the Department of Botany organized a webinar on Medicinal Plant Cultivation. The guest speaker introduced the various available opportunities in the contract farming of Medicinal Plant Cultivation.

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

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

7

File Description	Documents
Reports of the event organized	No File Uploaded
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

680

File Description	Documents
Report of the event	No File Uploaded
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

02

File Description	Documents
e-copies of linkage related Document	No File Uploaded
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

02

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

This institution has approximately 3 acres of the campus area. We have an appropriate number of classrooms. Some classrooms are with LCD facilities. We have Chemistry, Physics, Botany, Zoology, Electronics, Computer and home science laboratories. All laboratories are well-equipped and fulfill the student's needs. The computer laboratory has 30 computers. We have a seminar hall with LCD Projector and sound system. This hall has a seating capacity of approximately 100-150 students.

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.

The institution has a large playground for the students. In our institution, the department of physical education has various sports kits such as cricket kit, badminton kit, volleyball kit, basketball kit, and ball badminton available for the students. Students can play cricket, volleyball, kho-kho, kabaddi, ball badminton, high jump, long jump, baseball, soft ball and other games. The physical education department has indoor facilities for students for playing such as chess, fencing, power lifting and

weight lifting, carom, etc.

In our institution, cultural activities also play major role in exposing the hidden talent of the student by taking part in the various types of cultural activities such as solo dance, group dance, mimicry, one-act play, and group play along with participation in competitions of performance in Guitar, Tabla, Harmonium etc. The National Service Scheme (NSS) also plays a vital role in students personal development.

A parking facility is available for staff and students. The available infrastructure is in the line with the academic growth of the institution and it is optimally utilized.

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.

04

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

04

File Description	Documents
Upload any additional information	No File Uploaded
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)

4.22

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)**

Library operations are partially computerized using "Lib Soft" (version 4.5) Integrated Library management software and provide access to the collection through OPAC. This software has modules such as membership, catalogue, circulation, OPAC and report generation. There are 6364 books are entered in a software. It produce a report like Accession register, Members catalogue (students and employees), Issue and return register (Date-wise), Statistical reports. Book reservation facilities are available for staff and students. All the admitted students are added in a member list.

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**B. Any 3 of the above**

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

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

1

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**

13

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

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

The growth and development is inevitable aspect of any academic institutions. In this context to tune-up with the changing academic trends in higher education, college always makes efforts to provide necessary facilities for the students and staff.

The institution has internet and computer facilities for administrative as well as academic staff. The office is well equipped with required IT infrastructure such as Computers, Scanner, Printers and Wi-Fi facility. All the teaching Departments and Library are provided with Computer facilities for the staff access. As matter of policy, annually college look after the maintenance of all the computers and wi-fi. Computers are formatted whenever required and are made equipped with the anti-virus. The necessary softwares are purchased for the administrative purpose.

The Computer science laboratory is consists of 16 computers. The configurations of the computers is updated as per the requirement of the subject. Annually, the college has some prescribed amount for the maintainance of the available facilities including software's annual maintainance fees provided for the purpose of library and administration.

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

4.3.2 - Number of Computers

37

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

E. < 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
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)

10.41

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.

The institution has facilities viz., principal's chamber, administrative office, staff room, girls' common room, central library, reading room, class rooms. Laboratory for home economics and science subjects, English language lab, overhead projector, LCD projector, television sets, digital camera, scanner, printer, etc.

Playground is available in the college campus for sports like volleyball, kho-kho, kabaddi, badminton, ball badminton, baseball. etc. Indoor games like carom, chess, etc are also available. The playground of the college is open for students from 7:00 am to 6:00 pm. every day except holiday.

The central library of the college has about 6364 books of different subjects and 16 journals & e-resources under N-list program. There are availability of last 5 years question sets for the students. The library has subscribed four daily newspapers. Library facilities are also provided to the ex-students specially for the reference and preparation for the competitive exams. The access also given to the research scholar. The extra attention given to the students at the time of their terminal exams and university exams. The students having physical disability, the supporting staff are always there for the disable students for their help and needs. Ramp is available for the physical disable student.

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	
330	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
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	
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	E. none of the above

File Description	Documents
Link to institutional website	Nil
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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
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

D. Any 1 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

01

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

22

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
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

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.**

02

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
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)

Institution used to facilitates students' representation and engagement in various administrative, co-curricular and extra-curricular activities, such as student council, students representation on various bodies as per established processes and norms till 2017. But later, since 2017, the institutes doesn't receive any directions pertaining to the implementation of this activity, so in this context, the activity is discontinued.

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

08

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

The college has a registered Alumni Association since 2017. The members of alumni are from all three faculties i.e. Art, Commerce and Science. Alumni plays significant role in the development of the institution. Feedback received from them help to find lacunas and loopholes, if any, in the college operation.

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

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	
<p>The prime focus of the college governance body is always to adhere to the vision and mission of the institute.</p> <p>Vision</p> <p>To provide the higher education opportunities to the students from rural area to enhance the skills for quality life and emancipate the ignorance for the betterment of the society and nation</p> <p>The Mission</p> <p>To develop a sustainable environment for catering the educational needs of all the sections of rural society by widening the scientific temper among the youth by strengthening the curious learning.</p> <p>The Governance of the institute focuses to build an environment for curricular and extra-curricular activities and execute it as a short-term, long-term plan by integrating the various departments and performing SWOC analysis and other received recommendations in feedback from the stakeholders. Every year institute organizes such activities in tune with the proposed academic calendar. The management along with teaching and administrative committees formulates policy and incorporates the same in the strategic plan.</p> <p>During this session, institute has attempted to complete all the possible activities initially in an online mode and later in offline mode of learning. As the college is a single higher educational institution in the Bhatkuli tahsil, it is hosting a multidisciplinary platform in the form of Art, Commerce and Science faculties to cater the learning needs of students. The prime focus of the institute being the rural students, the Governing body coordinated all the stakeholders to keep pace with</p>	

the changing scenario of the academics.

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.

The institute operates on the principle of decentralization of power and inclusive administration. The administration of the College allows various academic and non-academic units to operate on standard instructions. Departmental Heads along with subsidiary committees manages day-to-day affairs and maintains pace with proposed academic calendar by the College and University. The Principal being an academic head supervises all the activities throughout the session.

The key features are as follows:

1. Head of the Department looks after the responsibilities of their respective Departments.
2. Head clerk takes care of all the work of office.
3. Librarian is in-charge of library.
4. Director of Physical Education is responsible for all activities related to sports.
5. There are committees for several academic and administrative works and cultural events. They work independently.

The society and the college promote participative managements through various committees. The College Development Committee (CDC) of the institution comprises of the members of various Departments, sections and units of the institution. During the meetings of the College Development committee, their suggestions are discussed and whenever it is possible they are considered for the final decision. Besides there are internal committees which discharge their duties as per the work assigned to them.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college is grant-in-aid institution affiliated to the Sant Gadge Baba Amravati University, Amravati (MS); hence it follows the Government policies laid down by Department of Higher Education, Maharashtra and the parent University. The strategic deployment and execution is carried out under the supervision of the college development committee.

The college runs on the following perspective plan:

1. Annual Academic Plan for the various activities during the year
2. Regular meetings of the staff, IQAC and Principal
3. Collection and analysis of feedback from all the stakeholders
4. Periodic visit of the Principal to all Departments and interaction with Head, Faculty and students.
5. Propose future plan for next academic session.

The IQAC and Principal take frequent report on the execution of various events that are organized in the institute for the growth and development of the students. The regular meetings conducted in the beginning, middle and at the end of session. In the meeting, Principal look after the raised issued during the academic session. The issues raised in the Department were sorted out by the Principal during the periodic visits to the Departments.

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

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

President of the society is the Chairman of the management body. The management along with the Principal is the policy and decision makers for the institutions. Principal coordinates the institutional activities status with the management body. Decision make-up at the apex body is based on the thorough analysis and feedback received from each category of stakeholders. The college functions in tune with the operational mandates from the various bodies such as IQAC, Examination Cell, NSS unit, Anti-ragging, Woman's grievance cell, etc. These bodies are formed and functions as per the guidelines from parent University and Department of Higher Education, Maharashtra. Along with these bodies the organization structural setup also includes various Departments, their Heads, faculty members, non-teaching and administrative staff. The committees formed are responsible for the planning, implementation and evaluation of the process concerned. The institution operates on the principle of decentralization of the power and thus, involvement of everyone in the process.

For further response to metrix 6.2.2, please see the attachment

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://mjfbhatkuli.org/images/organ.jpg
Upload any additional information	View File

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

C. Any 2 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

The President of our institute Dr. Aakash A. Varhade (ENT Surgeon) and Dr. Sarika A. Varhade (MD Gynecologist) owns a multi-specialty hospital in Amravati. All the staff members of the institute are offered free of charge consultation and medical facilities for the welfare of family.

The institute also offers various facilities for the welfare of the staff. The staff is provided with comfortable table and chair; cupboards are also allotted in the staff room and in Departmental laboratories. The administrative staff of the college has also given the Personal Computers (PC Desktop) for academic and related administrative work. Well cleaned and sanitized washrooms are made available for the teaching and non-teaching staff members.

Also, the institute is a grant-in-aid affiliating college to parent state University which is benefitted by the various norms by the state government. The college is connected with the state government schemes via Joint Director, Higher Education, Amravati Division. The employees of college are benefitted by the medical expenses reimbursement, paternity and maternity leave, etc.

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

File Description	Documents
Upload any additional information	View File
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

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
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

4

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

The college follows the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education-2018" (Gazette of India, Extra-Ordinary dated July 18, 2018) for teachers.

The annual performance of each teaching staff member is evaluated at the end of academic session. It helps to assess and identify the potential of teachers for further progress and development.

The performance appraisal system is as follows:

Teaching Staff

1. The performance of each teacher is evaluated by the Performance Based Appraisal System (PBAS) for Career Advancement Scheme (CAS) that is based on the Academic Performance Indicator (API) score.
2. The institute undertakes a various curricular and extra-curricular activities and gives appropriate marking for their involvement and contributions.
3. The IQAC and Principal check and verify the PBAS proforma filled by the Faculty Member.

Non-Teaching Staff

The performance of non-teaching staff members is also evaluated by the institute. The college operates mechanism of getting confidential reports from the respective higher administrative

authorities of the non-teaching. On the basis of various parameters of evaluation, the non-teaching staff members are recommendate for the promotion.

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

Yes, institution conducts internal and external audits. For conducting the yearly financial internal audits of the college, the institute maintains the cash book, ledger book, voucher book, bank receipt, bank statement, and daily fee collection register. These books include the accounts of income and expenditure for the financial year. Later, on the basis of verification of income and expenditure statements, the balance sheet is certified by the Chartered Accountant.

Then, for the external audit, the balance sheet for the concerned financial year is certified by the State Government (Joint Director, Higher Education, Amravati Division and Sr. Auditor, Finance Department, Amravati Division).

If the Government authority seeks any clarifications regarding the conducted audit and balance sheet, such issues are addressed by the college office to the concerned authority.

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

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)

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

Sources of funds are as follows:

1. **Fees:** Fees charged as per university and government norms from students of various courses.
2. **Salary Grant:** College receives salary grant from State Government. For this, monthly budget of the estimated salary grant is prepared and sent to state government.
3. **UGC Grants:** Our College is under UGC's 2F and 12B norms (Faculty of Arts & Humanities and Faculty of Commerce & Management).
4. **Library:** Collegereceived funds from the students under the head of library fee at the time of admission.

Resource mobilization policy and procedures are as follows:

1. Institutional budget includes recurring expenses such as salary, electricity and internet charges, stationary & other maintenance costs.
2. It includes planned expenses such as lab equipment purchases, furniture, and other development Expenses.
3. The CDC along with the IQAC, monitors the mobilization of funds and makes sure that the funds are spent for purpose for which they have been allocated.
4. The Purchase Committee ensure that purchases are done properly.

Utilization of Funds

1. The purchase committee seeks quotations from vendors.
2. The quotations are scrutinized by the purchase committee.
3. The Principal and purchase committees along with the accounts department ensure that the expenditure lies within the allotted budget.

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

The college along with its IQAC team has taken numerous steps for the growth and development of faculty members and students. The IQAC was established on 8th April, 2008. The primary aim of the IQAC is to build up a system for the overall performance of college. IQAC is monitored by the CDC for its optimal functions.

The prime focus of IQAC is:

- To allowaffordable equitable access of various academic program for the various sections of the rural society.
- To optimize and integratemodern methods of teaching and learning.
- To synchronizeproficient execution and timely delivery of the decisions of IQAC committee.
- To promoteresearch environment for quality enhancement of the faculties and students.
- To design process for optimal institutional functioning for enhancement of quality culture and best practices.

Significant contribution by IQAC for quality assurance strategies and processes:

In view of pandemic, IQAC had directed the teaching Departments for adoption of ICT tools. The faculties had created Google classroom for engagement of the students. Also, the teaching

faculty has developed e-contents pertaining to the syllabus. This helped the faculties to enhance their skills for the utilization of modern techniques.

For further response to metrix 6.5.1, please see attachment

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

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

IQAC being the quality assurance cell regularly monitors the teaching, learning and evaluation process. In the session, IQAC conducted meeting before the end of each semester to ensure the progress in learning process, methods of instructions and learning outcomes. The purpose of the meetings was to analyze the result outcomes and provide suggestions, if any.

- Principal along with IQAC, HoDs and all staff member conducted meetings at the beginning of session 2021-22. The meetings aim to plan the execution of teaching, learning and evaluation process.
- In each meeting, Principal, IQAC along with staff members, plan out the necessary improvement to be done for the growth and development of the students.
- IQAC collected report on the various activities conducted by the Departments, such as workshops, seminars and guest lectures.

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

D. Any 1 of the above

**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)**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
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

The measures initiated by the institutions for the promotion of gender equity are presented on the college website under the given link below (https://mjfbhatkuli.org/pages/gender_equity_plan.php).

Other than this available facilities and measures taken by the institutions, the college had also organized some counselling sessions, workshops, etc. under the banner of NSS unit. Such programs were:

1. Cyber Crime Awareness Workshop

2. Guidance Workshop for Adolescent Girls

3. Awareness about AIDS organized by NSS in collaboration with Red Ribbon Club.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	D. Any 1 of the above
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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

College campus has a separate location for solid waste management. As far our institute is concerned, the solid waste includes papers, vegetable waste, leaf litter and other organic bio-degradable waste produced from the campus. In view of clean campus, various degradable materials is collected and disposed in solid waste management tank. This has not only reduced waste but also created a healthy campus. Other sort of inorganic waste which cannot be processed in the campus solid waste management tank is given toroutine waste collection vehicle operated by local Nagar Panchayat.

Liquid Waste Management

College offers Home Economics subject as a part of Arts faculty. Practical performed in the subject produces considerable amount of organic liquid waste. The Department haspractice of separation of

solid and liquid waste at their primary level. The liquid waste from Department is carried by pipeline to separate tank for disposal. Such isolation and degradation practice allows maintaining healthy and clean campus.

Hazardous chemicals and radioactive waste management

The meager amount of chemical waste produce is given to the routine waste collection vehicle operated by local Nagar Panchayat. College doesn't produce any radioactive waste, therefore no such waste management system in college.

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

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

C. Any 2 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

B. Any 3 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 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	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

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

D. Any 1 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 this session, the college has not undertaken administrative and academic activity in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities.

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

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

The session 2021-22, NSS unit of the college in association with Taluka Legal Services Committee, Bhatkuli had organized 'Legal Guidance Camp' for the teachers and students of the college.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers,

D. Any 1 of the above

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	No File Uploaded
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	View File

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

The college has a tradition of celebrating all the national and international commemorative days, events and festivals as per the directions from the parent University. The days of national importance such as Independence Day, Republic Day and Maharashtra Day are the inevitable part of the duties and responsibilities. On the eve of celebration of Republic Day, college admires and awards the students for their achievements in different aspects of curricular and extra-curricular activities, such as class toppers, achievements in sports and cultural events.

Other than this, various commemorative Days, events and festivals are also celebrated in the college as per the given academic calendar by the parent University. Also, college organizes other programs such as activities under NSS. The photographs of some of the events are attached.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
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.

The college operates few best practices viz. Sant Gadge Baba Assistance Scheme for the Students and Savitribai Fule Girl's Protection Cell.

Both these practices are given on the college website at https://mjfbhatkuli.org/pages/institutional_best_practices.php.

From the academic session, the has initiated another best practice for the benefit of the student. The details of this activity are attached.

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

Our college is a single higher education institute from Bhatkuli tahsil, Dist. Amravati. Tahsil Bhatkuli has its roots into the rural area. The student background is generally from backward classes. In this scenario, our college is all in one place for studying higher education in Arts, Commerce and Science faculties in the tahsil.

As the students are from backward class, they usually face economic constraints to fulfil their academic needs. In this context, college teaching and non-teaching staff contributes

economically to fulfil their academic needs. Such, facilitation motivate the students to sincerely pursue higher education. Along with academics, students are also motivated and have achieved distinctiveness in sports. Many of our students have represented University in various sport events.

Other than these curricular activities, the Science Departments had organized industrial visit at M.G.I.R.I., Wardha for the entrepreneurship and skill development among the students.

In the same context, by keeping a broad view, webinar was also organized on the Medicinal plant cultivation for students and general public. Where, experts in the field guided about the entrepreneurial opportunities and scope of the contract farming in this sector.

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

7.3.2 - Plan of action for the next academic year

Plan of action for the next academic year

1. Recruitment of vacant posts.
2. To proceed for permanent affiliation of Science faculty to the Sant Gadge Baba Amravati University, Amravati.
3. To introduce the Post-Graduation course/s.
4. To strengthen the research output of the college by increasing the number of research supervisor and research center. Also, enhancement in the research facilities.
5. To organize workshop on Intellectual Property Right (IPR).
6. To empower the faculties for using the ICT based pedagogy to cope up with the changing trends in teaching and education.
7. To organize guest lectures/workshop with various experts.
8. Seminar competition will be organized.