



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	SMT H R PATEL ARTS MAHILA COLLEGE SHIRPUR DIST DHULE MS
Name of the head of the Institution	Dr.Sharda J.Shitole
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02563255302
Mobile no.	9823466699
Registered Email	hrpmahila302@gmail.com
Alternate Email	sjshitole@hotmail.com
Address	Near Telephone Exchange, Shirpur Dist:Dhule (MS) 425405
City/Town	Shirpur
State/UT	Maharashtra
Pincode	425405

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Women			
Location		Semi-urban			
Financial Status		Self financed and grant-in-aid			
Name of the IQAC co-ordinator/Director		Dr.Gajanan P.Patil			
Phone no/Alternate Phone no.		02563255302			
Mobile no.		9405373177			
Registered Email		gap_patil@yahoo.com			
Alternate Email		gajananpatil1975@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://www.hrpamcollege.org/aqar/			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		http://www.hrpamcollege.org/academic-calendar/			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	73	2004	16-Sep-2004	15-Sep-2009
2	A	3.02	2015	03-Mar-2015	02-Mar-2020
6. Date of Establishment of IQAC			25-Jul-2005		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries		
NET-SET Exam Preparation	18-Mar-2019		19		

Workshop	6	
Feedback from all stakeholders collected, analysed and used for improvements	30-Mar-2019 1	18
Meeting of Internal Quality Assurance Cell (IQAC) with Career Oriented Courses Co-ordinators on Academic Planning	13-Jul-2018 1	11
Meeting of Internal Quality Assurance Cell (IQAC) with Staff on Academic Planning	26-Jun-2018 1	20
Academic Administrative Audit (AAA) conducted and its follow up action	19-Oct-2018 1	20
Organization of One-day National Conference by IQAC on NAAC	09-Feb-2019 1	65
Organization of ICT lectures for UG & PG courses	18-Jul-2018 180	505
Ten-days Teaching Staff Computer Knowledge and Application Programme	21-Jun-2018 10	18
Validation of Institutional API and Teacher	16-Jun-2018 1	13
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2019 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	8

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

Significant contributions made by IQAC Academic Year: 201819 a. Initiation of Online Feedback system for students staff. b. Regular practice of conduct of ICT lectures c. Organization of more gendersensitization programmes d. Registration of Alumni Association at Charity Commissioner Office, Dhule e. Organization of two National Conferences, one IPR workshop. f. MoU formation with ShirpurWarwade Municipal Council. g. Tenday Faculty Development Programme on Computer Knowledge and Application. h. Oneweek NETSET Exam preparation workshop.

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

Plan of Action	Achivements/Outcomes
Academic Administrative Audit	Successfully performed by a committee appointed by KBCNMU, Jalgaon on 19 Oct.2019 on Academic Administrative Audit (AAA)
Academic, Co-curricular , and Extension activity related meetings	Time to Time meetings with Several College Committees
Organization of National Seminar / Workshop/ Conference by IQAC	Organization of One-day National Conferences by Dept. of Physical Education (11 Jan.2019) and Dept. of IQAC (9 Feb.2019) on NAAC, and a one day university level workshop on Intellectual Property Rights (IPR) on 2 March 2019.
Organization of ICT lectures by Faculty- Planning & Monitoring	ICT resources, actual conduct and monitoring was successfully done by preserving records
Organization of Students and Staff Computer Awareness Programmes	Dept.-wise Students and A Ten-day Teaching Staff Computer Knowledge and Application Programme
IQAC meeting on Faculty submitted planning	Meetings held on Dept. & Committee-wise planning and strategic implementation finally seeking separate reports on activities

IQAC Validation of API and Teachers workload	Validation of institutional API and Teachers workload was done along with four faculty members' proposals for Promotion under CAS				
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td>College Development Committee (CDC)</td> <td>20-Aug-2019</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	College Development Committee (CDC)	20-Aug-2019
Name of Statutory Body	Meeting Date				
College Development Committee (CDC)	20-Aug-2019				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes				
Date of Visit	19-Oct-2018				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2018				
Date of Submission	28-Dec-2018				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<ul style="list-style-type: none"> • Upgradation of the college website with special importance to MIS. • Communication of important information to general public through website and conventional notices. • Sending leave applications (CL,DL,ML EL) through online portal. • Formation of Committees by Principal for administrative and academic monitoring and development. • Publication of administrative and academic development related news through local newspapers. • Management, Principal, IQAC, and other committees conducted of meetings for staff and students knowledge and development. • Communication of notices, circulars, information to staff and students through Website, WhatsApp groups, Facebook page, and notice boards 				

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The College is affiliated to Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon and follows the curriculum prescribed by the university. Apart from the prescribed curriculum the college follows a very systematic approach to develop and deploy action plans for effective implementation of the curriculum as given below.

- At the beginning of every academic year, the affiliating university gives a tentative calendar about start and end of the semester.
- By taking university calendar as an input, Principal, IQAC, and Head of Departments (HODs) discuss and prepare the academic calendar which includes Internal Examination (IE) dates and all activities.
- Head of the Department distributes teaching load to faculty members by considering subject choices given by faculty members.
- The institute plans and defines evaluation criteria for Internal Examination (IE) and Internal Continuous Assessment (ICA) marks.
- Along with the academic calendar, faculty Academic Diary is also issued to every faculty member to maintain day-wise teaching details and other curriculum delivery planning. It also maintains records such as- Faculty Profile, Individual Time-Table, Academic Calendar, Calendar Planning of Faculty Activities, Course Objectives, Lecture Planning (Teaching Plan), Practical Planning Batch wise, Attendance Record (Theory/ Practical/ Tutorial), Lecture Details, Details of Lecture Compensated, Summary of Record of Action taken against Less Attendance, Record of Practical Assessment, Record of IE, Result Analysis of Internal Examination, Result Analysis of End Semester Examination, Record of Content beyond Syllabus, Record of Seminar, Minor and Major Project, Record of the Seminars, Workshop and Conference etc.

Teaching Practices:

- At the beginning of a semester, each and every faculty member prepares a calendar of individual faculty activities which includes start and end date of each unit for every subject, number of lectures required for each unit; accordingly faculty member prepares his/her unit wise teaching plan.
- For the practical, faculty prepares a batch-wise practical plan. In addition to the practical prescribed by university, some extra practicals are conducted for some subjects.

Conduction of Internal Examination:

- The detailed schedule about the IEs is given to students at the beginning of the semester itself.
- Result analysis of every IE is carried out and corrective actions are taken accordingly. After every ISE, the Principal conducts a review meeting with HODs.

Attendance Monitoring:

- Attendance of every student is monitored at the end of every week, and a corrective action is taken against the students with less attendance. A separate committee-Attendance Committee is formed to take measures for the same.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Beauty Therapy and Hair Dressing	NA	02/07/2018	180	<ul style="list-style-type: none"> • Self-Employment • Entrepreneurship Development • Job-opportunities at town place 	<ul style="list-style-type: none"> • Use of various skills beauty therapy and hair dressing • Manage a self-owned

Aerobic and Yoga	NA	02/07/2018	180	<ul style="list-style-type: none"> • Self-Employment Initiation of Yoga and Aerobic centre • Job opportunities at Yoga and Aerobic centre 	<ul style="list-style-type: none"> • Professional Yoga teacher and performer • Manage self-owned Yoga and Aerobic Centre • A counsellor in Yoga and Aerobic performance
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	English, Hindi, Marathi, Geography, History, Defence and Strategic Studies	15/06/2018

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

	Certificate	Diploma Course
Number of Students	20	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Functional English	16/07/2018	36
Computer Application	16/07/2018	18
Travel and Tourism	16/07/2018	28
Beauty Therapy and Hair Dressing	16/07/2018	20
Yoga and Aerobic	16/07/2018	0

Foundation Course in Human Rights Education	01/08/2018	26
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Ajanta Study Tour Report (Geography)	37
BA	Various Topics from Syllabi (History)	30
BA	Environmental Studies (FYBA))	174
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>The feedback from all the stakeholders is obtained by framing a systematic format. It is obtained in both soft and hard copy forms. The feedback from the stakeholders is collected, analysed, and utilized for future policy development. Effective measures are taken to improvise the areas of weakness. The college has prepared online feedback system with the Google Forms feedback system. The details of feedback system implemented in the college is given as follows. 1. Student Feedback: In this feedback format students are asked to fill in online feedback through Google Form format made available on institutional website. The students are encouraged to fill in the same through mobile phones or computers made available in computer and language labs. The components in the form are related to curriculum, teaching methods, strategies in teaching, learning, and evaluation process, facilities available in college office, library, such as books, learning resources, health and hygienic conditions, exam systems, staff co-operation, etc. The feedback is analysed on the components responded and analysis is done to take effective measures. 2. Teacher Feedback: The format is made available for teachers on the college website. The teachers are encouraged to respond the components freely and are supported to register their queries or other related matters. The questions on feedback are particularly designed by keeping in view the curriculum development. The questions are about the suitability of syllabus to the course, content in newly reframed syllabus, the current syllabus on the basis of learning and teaching values, tests and examinations, freedom to adopt new techniques/strategies of teaching, infrastructural facilities, library facilities, freedom to propose, modify, suggest and incorporate new topics in the syllabus, satisfaction at job, role of College Management in promoting personal and academic development. 3. Employer Feedback: The college collects</p>

and analyses feedback from college management in the hard copy form to improve its overall performance in quality initiatives. The format consists of the points such as,- role of College in Imparting Quality Education, performance in developing employability skills among students, performance in organizing curricular, co-curricular, extra-curricular and extension activities for students, initiatives taken in Community Development Programmes, organization of Gender Sensitization programmes for women's education and their overall development, utilization of Govt./UGC/University Funds by College for updating better learning facilities etc. 4. Alumni Feedback: It is collected through both the online and hard copy form consisting of some points related to their past experiences with the college and also the future development strategies of the college. The questions include- activities organized by the College for your overall development, facilities provided such as library, computer, internet, sports, student counselling, staff approach to students, several activities conducted by the college etc. 5. Parents Feedback: This feedback is collected only through hard copy form during parent meets. The form includes questionnaire such as- curriculum, teaching methods, strategies in teaching, learning, and evaluation process, facilities available in college office, library, such as books, learning resources, health and hygienic conditions, exam systems, staff co-operation, etc.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	English, Marathi, Hindi, History, Geography, Defence and Strategic Studies	600	419	419
MA	English, Marathi, History	120	86	86
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	419	86	19	0	5

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used

	Resources)				
19	19	3	4	0	2
View File of ICT Tools and resources					
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college has since last several years practised a system of mentoring called the Tutor-ward system, whereby a tutor was provided to every ward admitted in the FYBA class to look after her academic and psychological wellbeing and also monitor class attendance and performance. The same system has now been restructured and named Mentor system. Under the Mentor system, the full-time teachers of the college have been engaged as mentors of FYBA class. Students of FYBA class in the college are having a full-time teacher as their mentor. At the beginning of the academic session, the roll number-wise students are assigned to the mentors. The mentors are responsible for academic progress and psychological wellbeing of their mentees. They are also entrusted with the task of monitoring the attendance and academic progress of the students. They also provide primary psychological counselling to those who need them and refer them for more professional counselling, if required.

At the beginning of the academic session, the mentors conduct orientation programmes for the mentees, whereby they are acquainted with the institution, its goals and mission, the facilities available and the regulations of the affiliating university. The mentors maintain the biographic details of each individual mentee including educational background and socio-economic status. They also maintain record of their class attendance, class-performance and academic progress. The mentors use both formal and informal means of mentoring. The mentor system, apart from its formal part, also exists as a robust informal mechanism to boost inclusiveness, gender sensitivity and social responsibility of students. Three meetings of the mentor-mentee are organized every year.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
505	19	1 : 27

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
19	16	3	3	12

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	NA	Assistant Professor	NA
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MA	MA	Sem-IV	22/05/2019	10/06/2019
BA	BA	Sem-VI	22/05/2019	14/06/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Being affiliated to Kavayitri Bahinabai Chaudhari North Maharashtra University, the college follows the evaluation structure as recommended by the university and hence has limited scope for modifying the evaluation system. At present, semester system for all levels and all faculties has been implemented by the university. Total weightage for external evaluation is 60 and for internal evaluation is 40. The modalities followed for awarding internal marks at undergraduate and postgraduate levels is as follows: Undergraduate level: Test-1 (10 marks) and Test-2 (10 marks) Home Assignments/Group Discussions/Seminars (10 marks) Class attendance and behaviour (10 marks) Total: 40 marks Postgraduate level: Test-1(20 marks) and Test-2 (20 marks) Total: 40 marks Keeping in view the need for continuous assessment of the students, the college initiated the following measures: •Centralized Internal Examination system is followed for smooth working and transparency. •Time table of internal examination is in tune with academic calendar of the college and the university. •Each year, the college constitutes an examination committee to ensure effective implementation of all activities related to internal and external examinations and assessments. •Through continuous monitoring and evaluation of students on campus, the college identifies students requiring special attention and offers necessary remedial measures. •Term-wise assessment is carried out as part of the evaluation process during academic year. The intellectual and skill based development of the student is evaluated and monitored on continuous basis. At the end of each term, the assessment is done through term-end examinations and finally through university examination. •The question papers for internal test examinations are prepared giving appropriate weightage to units/modules of the course as per the syllabus •Home assignments, seminars, general behavior and attendance are taken into consideration while awarding internal scores to the students. For the students of science faculty, Journal keeping of the practical sessions is also considered for continuous assessment. •The results of the internal examinations are declared within a week, enabling the students to raise any grievance and get it resolved before the marks are finally submitted to the university. •Grievances in assessment, if any, are resolved through teacher interaction. •Even in case of the assessment of first year UG programmes, which is well within the domain of the college, the college has a practice of assessing and declaring the results within a stipulated time.

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

• The academic calendar acts as a stepping stone for the smooth functioning of the Institute. Academic calendar provides the proposed roadmap of the academic activities. • Principal of the Institute along with the members of Internal Quality Assurance Cell, Heads of the Departments designs the department-wise Academic Calendar in line with the Academic Calendar provided by KBC North Maharashtra University, Jalgaon. • The academic calendar of the Institute includes details about the commencement of semester, holidays, summer and winter vacations, day's celebrations, various activities such as industrial visits, expert lectures, seminars etc. • Moreover, the academic calendar provides the tentative schedule of internal examination. This helps students to prepare for internal examination well in advance. • The Academic Calendar gives schedule of experiential learning activities such as Field Work, Mini Project, and Participative Learning such as Dept. organized student development curricular and co-curricular activities, Environmental Science Poster Presentation etc. • The Principal of the College along with heads of departments monitor planning and execution of the activities in the academic calendar. • The term-wise schedules of internal tests - both theory and practical courses - are prepared by the heads of the departments, in line with

the academic calendar.

2.6 – Student Performance and Learning Outcomes

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

<http://www.hrpancollege.org/courses/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UG01	BA	English	25	22	88.88
UG02	BA	Marathi	10	9	90.00
UG03	BA	Hindi	8	7	87.50
UG04	BA	History	43	37	86.04
UG05	BA	Geography	21	20	95.23
UG06	BA	Defence and Strategic Studies	4	4	100
PG01	MA	English	32	21	65.62
PG02	MA	Marathi	19	19	100
PG03	MA	History	29	22	75.86

[View File](#)

2.7 – Student Satisfaction Survey

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

<http://www.hrpancollege.org/iqac-feedback/>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	00	NA	0	0

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
One-day University Level Workshop on IPR	IQAC, Dept. of Education, Dept. of Geography	02/03/2019
One-day National Conference on Physical	Dept. of Physical Education	11/01/2019

Education, Sports and Yoga		
One-day National Conference on Recent Developments in NAAC Assessment and Accreditation	IQAC	09/02/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	15/06/2018	NA
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	15/06/2018
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NA	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	English	1	5
International	Electronics	3	5
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
English	8
Marathi	1
Hindi	3
History	8
Geography	3
Defence Studies	5
Political Science	1
Economics	1
Education	1

Psychology	2
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	NA	2018	0	NA	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	2018	0	0	NA
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	8	30	0	16
Presented papers	6	4	0	0
Resource persons	0	2	0	0
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Swachhha Bharat Abhiyan Rallies, Survey	Shirpur Warwade Municipal Council, Shirpur	20	250
Competitive Exam Guidance	Lioness Club	2	250
Voter Awareness Campaign	Tehsil Office, Shirpur	3	75
Kerala Flood Relief Fund Collection Rally	Management of SES and College	19	280
Tribute to Martyrs in Pulawama terrorist attack	Management of SES and College	20	150
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	NA	NA	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Mission Tree Plantation (Gov. of Maharashtra)	NSS	Tree Plantation	17	50
Social Integration Fortnight	NSS College	Social Integration Fortnight	3	70
Awareness against Dengue	NSS	Awareness against Dengue	3	25
Digital India	NSS	Cashless Society Campaign	4	73
Voter Awareness Campaign	Election Commission of India Dept. of Political Science	Voter Awareness Campaign	5	60
International Yoga Day	Dept. of Sports NSS	Yoga Day celebration	17	0
Save Girl Child Mission	NSS College	Beti Bachao Beti Padhao	6	55
Clean India Mission	Govt. of Maharashtra and Municipal Council	Swachhha Sarvekshan 2018	19	250
Organ Donation Campaign	NSS	Organ Donation Campaign	7	40
Gender Sensitization	Municipal Council	Awareness about Sanitary Napkin	4	80
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Faculty Exchange with SPDM College, Shirpur, a neighbouring	English-02 Geography-02 Library-01	NIL	180

institute			
Voter's Day Campaign	Teachers, students, Tehsil officials	NIL	01
Swachhha Bharat Mission	Municipal officials, college staff and students	NIL	210
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NA	NA	NA	15/06/2018	30/04/2019	00
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Shirpur-Warwade Municipal Council	16/08/2018	Cleanliness mission	297
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Classrooms with LCD facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Others	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS	Nature of automation (fully	Version	Year of automation
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software	or partially)		
LYBSIS	Partially	Rel 6.0	2003

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	232	45306	284	50700	516
Reference Books	116	34438	214	75088	330	109526
e-Books	3135000	5900	0	5900	3135000	11800
Journals	43	0	43	23401	86	23401
e-Journals	6000	0	0	0	6000	0
Digital Database	0	0	0	0	0	0
CD & Video	126	33970	0	0	126	33970
Library Automation	0	0	0	0	0	0
Others (specify)	0	0	0	0	0	0

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	15/06/2018

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	58	3	2	2	3	6	48	0	0
Added	0	0	0	0	0	0	0	0	0
Total	58	3	2	2	3	6	48	0	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	NA

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
40000	35037	0	0

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

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. Institute has well defined system for maintenance and utilization of physical, academic and support facilities. Infrastructural facilities are maintained centrally by central construction department which has a team of civil engineers, supervisors, plumber, electrician, gardener and carpenter. Optimum utilization of class rooms, computer labs and seminar hall is ensured by allocating time-table for each department before commencement of semester. Entry is to be made in register for utilizing resources to conduct extra lectures and practicals on holidays • Computers, IT Equipments and Software: Maintenance of computers, IT equipments and software are conducted before commencement of semester examination by lab assistants under supervision of IT In-charges and HODs of respective departments. • Generator, Air Conditioner, UPS and Batteries: Repairing and maintenance of Generator, Air Conditioners, UPS and Batteries are ensured through annual maintenance contracts (AMC) with respective suppliers. • Health and Hygiene: Institute has appointed housekeeping staff on full-time basis to maintain cleanliness and hygienic conditions including of class rooms, seminar hall, computer labs, faculty rooms, office, library, corridors, wash rooms and parking spaces. Water tank cleaning services are hired by the Institute. First-aid kit is available in office of the Institute. • Drinking Water Cooler and R.O. Purification Plant: To provide R.O. Purified drinking water, Institute has installed separate R.O. Purification plant and drinking water coolers are also available in the Institute. Repairing and maintenance of drinking Water Coolers and R.O. Purification plant are ensured through annual maintenance contracts (AMC) with respective suppliers. • Library: Institute ensures effective utilization and maintenance of library through Institute level library committee. It keeps track on new books requirements, renewal and subscription of journals and books circulations. Annually book binding of old books through agency centrally finalized by the Trust. IT facilities of library are maintained by lab assistants. • Sports Equipments and facilities: Institute has appointed full-time physical director to take care of sports equipments, facilities and regular sports activities of the Institute. Maintenance of playground is ensured under construction department of Trust. • Campus Security: CCTV cameras are installed on the campus to prohibit malpractices and security guards are also appointed on campus and these services are maintained by the Central Office.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NA	0	0

Financial Support from Other Sources			
a) National	1. Govt. of India 2. Economically Backward Class Scheme 3. Director of Higher Education (Rajashri Shau Maharaj Shikshan Shukh Shishyavrutti)	348	374850
b) International	NA	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Competitive Exam	23/07/2018	10	College Faculty and Lioness Club
Mentoring	16/07/2018	174	All faculty members
Yoga and Meditation	21/06/2018	25	Yog Vidya Dham, Shri Shri Ravishankar Group
Bridge courses	16/07/2018	150	Six Special Subject Departments
Language lab	16/07/2018	112	Dept of English and Functional English
Personality and Soft Skills Development	26/02/2019	65	Dept. of English
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Competitive Exam	10	10	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
00	0	0	00	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	41	BA	English Marathi Hindi History Geography Defence Studies	KBCNMU, Jalgaon HRPatel Mahila College, Shirpur SPDM College, Shirpur IMRD, Shirpur R.C.Patel College of Education, Shirpur	MA (English, Marathi, History, Defence Studies) M.Sc. (Geography) Master of Management Studies (MMS) B.Ed.
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	0
SET	0
SLET	0
GATE	0
GMAT	0
TOFEL	0
Civil Services	0
Any Other	0
No file uploaded.	

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

Activity	Level	Number of Participants
Teacher's Day Celebration	College	240
All Special Subject Dept. activities	Department College	320
Dept. of English -Literary Quiz	Department of English	16

Competition		
Pappaji Debate Competition	University	12
Inter-class Badminton Competition	College	30
Cultural Events	College	375
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	NA	National	0	0	00	NA
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Students' Council of the college works for the benefit of the students throughout the year and pursues several activities within and outside the college campus. The major activities pursued in 2018-19 are- Cultural Activities: • Organising Freshers' Welcome, a cultural programme to welcome the FYBA MA students in the college. • Celebration of birth and death anniversary of national leaders and social reformers in the college. • Observation of Teachers' Day to mark the birth anniversary of Dr. S. Radhakrishnan. • Organising Ganesh Festival, a cultural programme before in collaboration with the College Cultural committee • Organisation of the annual social, a cultural programme of the college, College Gathering. • Observance of the Marathi Language Day on 27 February, 2019. • Celebration of saree day, a traditional day, i.e. cultural days.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The College has an informal alumni association which works effectively since 2012. Due to the excellent rapport shared by our faculty members with alumni, we are able to make a strong bonding and network between alumni and the Institute. Many of them are willing to Give-Back to their alma-mater as a sign of their gratitude and affinity towards the Institution in the format of their knowledge and skills. The meetings of the alumni association are held regularly. Earlier we had an informal alumni association committee which had been working effectively but with the different suggestions by the alumni. Recently the group is transformed from its informal association to a formal registered Alumni Association. Smt.H.R.patel Arts Mahila College, Shirpur has registered its alumni with registration no. Maha/69/2019 as per the Act 1860(XXI of 1860) on 08/03/2019. The registered Alumni Association comprises of seven members including the President- Ms.Seema Lilade, Vice President-Miss Pooja Patil, Secretary-Mrs, Jyotsna Khairnar, Members-Miss. Varsha Koli, Miss.Chetana Rajput, Miss. Roshani Pawara, and Miss. Varsha Pawar. The main objective of this official Alumni Association is to: • Create a strong network between Alumni and the Institute. • Create a strong network for Alumni progression as well as students' progression. • To promote a sustained sense of

belongingness to the alma-mater among the Alumni by being in regular contact with them. • To provide a forum for the Alumni for exchange of ideas on academic, cultural and social issues by organizing and coordinating reunion activities of the Alumni. • Maintaining the updated and current information of all Alumni. With these objectives, it is certain that the college can increase strong bonding among Alumni and the Institute. Many of our Alumni occupied prominent positions in different sectors like in Teaching, Entrepreneur, Self-Employed as Beauty-Therapists, Receptionists, Lawyers, Police, Civil services, etc. Institute is having a track record of outstanding performances of its pass-outs in different spheres. Most of alumni always contributed their knowledge and helped to the Institute in different way

5.4.2 – No. of enrolled Alumni:

25

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

A meeting was held on 20 March 2019 after the formal registration from the Charity Commissioner as per the Act 1860(XXI) on 08/03/2019.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Decentralization The College has culture of decentralized governance system with well-defined inter-relationships. Institute delegates adequate and systematized authority to the departments to work towards decentralized governance system. Various committees are formed for the smooth and efficient management of activities. Faculty members are given representation in various committees and allowed to conduct various programs to explore their abilities. They are encouraged to develop leadership skills by being coordinator of various academic, co-curricular, and extracurricular activities throughout the academic year. The committees are constituted by the Principal in consultation with the IQAC and as per skills of faculties. The administration is totally decentralized and every stakeholder is closely associated with the growth and development process of the institutes. In the college there are different Cells and Committees viz. Grievance Redressal Cell, Library Committee, Anti Ragging Committee, Sexual Harassment Cell, Placement cell, Student welfare and Staff Advisory Committee , Youth welfare committee through which all the administrative and policy regarding students and college are taken. For the proper management of the institutional works, there are so many committees, cells, bodies and associations have been constituted like IQAC, NSS, Student Welfare, Anti Ragging, Student Grievance, College Development Committee, counseling cell, admission committee, Women Sexual Harassment, Counseling and Placement Cell, Alumni Association, Parent Teacher Association, Exam, Discipline, etc. Participative Management College is keen on the faculty's involvement and participation for improvement of effectiveness and efficiency of the institutional teaching learning process. The College has always been in favour of participative management. The management ensures that the opinions and suggestions made by faculty members and administrative staff are included in decisions implemented for Institute's development. There is active role of faculty members in CDC, IQAC and other administrative and academic committees. Case Study: Academic Monitoring Committee All the academic functioning decisions based on policy are monitored by College Development Committee and

IQAC headed by the Principal. It formulates common working procedures and entrusts the implementation with the faculty members. Objectives: 1. To monitor the academic functioning of institute. 2. To ensure smooth, efficient and fruitful execution of teaching and learning processes. 3. To review and restructure the teaching - learning process, as per need of the College . Roles and Responsibilities: 1. To approve the Academic Calendar, Activity planning, Time Table etc. 2. To observe the academic related processes such as lectures and practicals, various curricular, co-curricular activities, conduction of tutorials, assignments etc. 3. To check syllabus completion status, exam schedule, students performance in theory and practical examination etc.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	<p>? Curriculum Development Motivated the teachers to participate in the syllabus framing workshops and to suggest the authorities to add topic and issues pertaining to the tribal communities of this region. Near around 15 syllabus framing workshops is attended by the faculty. The IQAC has organized two syllabus framing workshops sponsored by the affiliating university. Curriculum is developed by the affiliating University. The members of Staff on various boards send suggestions for improvement. Complementing traditional written examination with Project work and seminar presentation based evaluation.</p>
Teaching and Learning	<p>? Teaching and Learning The establishment of separate Action Committee on Quality Learning (ACQL) is an important practice of the IQAC. This committee is responsible to develop the quality learning culture in the institution. The members of the ACQL are invited to deliver the presentation on current trends, technologies and inventions in teaching-learning process. • The IQAC regularly collects the feedback on teaching, curriculum and facilities and submit the reports to the higher authorities. • Apart from class room lecture method Group discussions, field studies, seminars are used for teaching. Peer learning is promoted in and outside the class. • Study tours are organized for making learning more effective as per requirement • Wide access to internet facility to inculcate online learning</p>

management resources. • e-book, e-journal facility for carrying out project works. • Enhancement of learning skills of the Students through participation in different seminars.

Examination and Evaluation

? Examination and Evaluation 40 of the marks are evaluated by the college as Internal assessment based on attendance, home assignments, tutorials rests. 60 is evaluated by the university through theory examination and Practical's. - Class assessment tests are conducted on frequent intervals and the teachers make an analysis of the performance of students after every internal test. - Assignment are given for evaluation of the students - Classroom Seminars are held in UG and PG Courses (included in their syllabus) for their evaluation - Communication Skills (included in UG Syllabus) is developed evaluated through examination and regular practice. Choice Based Credit System (CBCS) is adopted in UG courses i.e to FYBA class

Research and Development

? Research and Development The college has formed a Research Committee to promote research and extension activities like Ph.D., Minor Research Projects,VCRMS projects, faculty research presentations and publications in reputed journals. The IQAC regularly motivates the faculty and students towards the research activities. In 2018-19, one teacher is awarded Ph.D. in the subject Psychology. On the recommendation of the IQAC, the facility of online journals, books and thesis is made available to the teachers and students through subscribing UGC INFLIBNET services. The organisation of seminar, conferences, workshops and exhibitions are also an important initiative of the IQAC. - As far as the research is concerned there is very less scope because we have only UG/ PG courses in the college and no Ph.D. programmes courses in the college . Still the faculty is very much aware and actively involved in the research work. - The college also has a Research Committee of five members to monitor and assess the proposal of Research Projects. The project Proposals are evaluated by external

Library, ICT and Physical

? Library, ICT and Physical

<p>Infrastructure / Instrumentation</p>	<p>Infrastructure / Instrumentation Library is regularly updated and upgraded by adding new Text books, reference books , Research journals, magazines, news papers, e-Journals E-books.OPAC is introduced and is being used to the maximum.. It is continued linked with INFLIBNET and an user can access several E-books and E journals with this facility</p>
<p>Human Resource Management</p>	<p>? Human Resource Management The college recruits faculty members with following the University, selection criteria in on regular basis and on contractual basis . Effective system of appraisal of performance based on securing is made in the session 2018-19 . Members of Faculty get all service benefit, different allowances, pension etc. The governing body also takes care of its employee. Shortage in manpower is regularly intimated to the governing body for necessary action. • Motivating and facilitating the faculty members to participate in Refresher Orientation courses. • Arrangement of computer training programmes related to Tally and MS- office for Non-teaching staff • Self-appraisal of the teachers through maintenance of Academic Diary. • Maintenance of Grievance Redressal Cell, Anti-Ragging Committee, Sexual Harassment Committee.</p>
<p>Industry Interaction / Collaboration</p>	<p>? Industry Interaction / Collaboration Though there is no collaboration with any industry presently, college allows its faculty members students to interact with them through extension lectures of the executives experts from different areas.</p>
<p>Admission of Students</p>	<p>? Admission of Students : The college follows rules regulations of affiliating university for admissions. - Admissions are done purely on first come first serve basis for the UG courses and according to reservation policy of the state govt. The admission policy is decided purely on merit basis for the PG courses suggested by the parent university by displaying merit list. • Online Admission facility in both UG PG levels. • Online admission is made strictly on the basis of merit for PG courses. • Strict observance of Govt. Rules for Reserved Categories.</p>

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

E-governance area	Details
Student Admission and Support	<p>? Student Admission and Support :</p> <ul style="list-style-type: none"> • Online admission including online payment gateway. • Maintaining students database through tailor made software. • Implemented online CBCS semester information system for FYSYBA classes <p>Student Admission and Support Admission counseling committee is constituted every year. It guides students for proper course selection. The present committee also looks after Online admission procedure is made available for students. College website hosts the link for Online Admission. All the admissions are being done online through University's eSuvidha portal. The online admissions are open to all eligible students for undergraduate courses.</p>
Examination	<p>? Examination :Yes, online exam system including filling in forms, generating hall-tickets,etc. College has well equipped, fully computerized exam cell which looks after conduction of university exams. Examination forms of the students are beingsubmitted through esuvidha portal of University via online mode. Examination Question papers are being sent by the university via online mode in a soft copy and the exam cell takes print out such question papers before the commencement of the paper. The digital features of exam system include</p> <ul style="list-style-type: none"> • Online registration, • fee payment. • Declaration of results on website. • Online statement of marks.
Planning and Development	<p>Planning and Development : Yes Online official communications regarding planning and development is realized through emails, MIS modules, fax and messages. Proposals for infrastructural development, R D projects, seminars workshops, various grants and scholarships are prepared and submitted online through participative management system to concerned organizations including state government and sanctions are obtained through the same mode. The following main organizational assignments are carried out online</p> <ul style="list-style-type: none"> • Communication through emails to government and other agencies. • Large scale computerization. • Conduction of computer awareness programs for

teachers and students. • Numerous such functions as components of e-governance scheme. Apart from maintaining online MIS other data formats upto date and keeping hardware and software inventory of College upto date accurate, new proposals for conduction of online courses and development of IT based infrastructure is also initiated online. A dedicated WhatsApp Group has been created at institution level and also in each academic department for sharing orders, information, direction and discussion on a common platform.

Administration

? Administration: The establishment of separate Action Committee on Quality Learning (ACQL) is an important practice of the IQAC. This committee is responsible to develop the quality learning culture in the institution. The members of the ACQL are invited to deliver the presentation on current trends, technologies and inventions in teaching-learning process. The IQAC regularly collects the feedback on teaching, curriculum and facilities and submit the reports to the higher authorities.

Finance and Accounts

? Finance and Accounts: • Fully computerised office and accounts section . • Maintenance the college accounts through Tally. • Reception of salary fund from Govt. through HRMS portal.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	NA	NA	NA	0
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Computer	--	21/06/2018	30/06/2018	18	0

Knowledge and Application under Faculty Development Initiative

[View File](#)

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	1	10/10/2018	30/10/2018	21
Refresher Course	1	10/12/2018	30/12/2019	21
Short Term Course	3	17/12/2018	23/12/2018	07
Faculty Development Programme (online Course- Foundation Programme in ICT for Education)	3	13/09/2018	27/10/2018	45
Faculty Development Programme (online Course- Pedagogy for Online Blended Teaching Learning Process)	3	30/10/2018	07/01/2019	70

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Group insurance- Bajaj insurance, Providing Uniforms, Health Checkup	Group insurance- Bajaj insurance, Providing Uniforms, Health Checkup	Poor Students' Fund, Earn and Learn Scheme, Health Checkup

6.4 – Financial Management and Resource Mobilization

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

There is an 'Internal Audit Committee' of two teachers which inspects the financial ledger, bills, vouchers at regular intervals. Similarly, this committee also conducts special audit during the organization of important functions and events. The external audit is conducted by the registered CA (Chartered Accountant). The institution is also pay fee for the external audit. The report of the external audit is submitted to the affiliating university and Dept. of Higher Education, Govt. of Maharashtra. Every year, the external financial audit is also conducted by the Dept. of Higher Education, Govt. of Maharashtra with the help of Govt. auditors on salary grants. Similarly, the affiliating university also conducts external audit with the help of university auditors as the institute receives many grants from the affiliating university under various heads like NSS,SWO, Exam etc . The objections rose on audit by any authority, Govt. and affiliating university has been clarified and settled down in light of the supporting documents. In case of settlement of major objections, the guidance of the CA and Internal Audit Committee has been taken

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA
No file uploaded.		

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	KBCNMU, Jalgaon	Yes	University
Administrative		KBCNMU, Jalgaon	Yes	University

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

A meeting of Parent was organized on 16 Feb 2018 • Providing valuable suggestion for development of the institution • Pointing out the weaknesses of the college related Departments and suggesting rectification. • Communicating views which the students feelshy to communicate directly to the teachers about the college and the department.

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

The members of support staff are encouraged to make use of the avenues welfare schemes of govt. and college management for their welfare. They are also provided assistance for economic facilities such as pension schemes/loans, different leaves like earned leaves/extra ordinary leaves in accordance with govt/university norms.

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

a. Online Feedback system b. Regular practice of ICT lectures c. Organization of more gender-sensitization programmes d. Registration of Alumni Association at Charity Commissioner Office, Dhule e. Organization of two National Conferences and an IPR Workshop

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Validation of Institutional API and Teacher's Workload	16/06/2018	01/05/2018	16/06/2018	13
2018	Ten-days Teaching Staff Computer Knowledge and Application Programme	21/06/2018	21/06/2018	30/06/2018	18
2019	Organization of ICT lectures	16/07/2018	23/07/2018	09/03/2019	18
2019	Organization of One-day National Conferences by Dept. of Physical Education	18/06/2018	11/01/2019	11/01/2019	140
2019	National Conference on NAAC	18/06/2018	09/02/2019	09/02/2019	65
2018	Academic Audit by University	18/06/2018	19/10/2018	19/10/2018	30

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Save Girl Child Mission (Beti Bachao Beti Padhao)	25/12/2018	31/12/2018	55	0

campaign)				
Savitribai Phule Study Centre (Women and Laws)	03/01/2019	03/01/2019	90	0
Poster Exhibition Competition on Rural Women by Adiwasi Yuvati Vikas Manch	09/08/2018	09/08/2018	15	0
Life of Savitribai Phule and Challenges before Women Today	14/09/2018	14/09/2018	85	0
Inauguration of by Adiwasi Yuvati Vikas Manch (Lecture by Mangala Pawara on Reformation in Tribal Society)	22/09/2018	22/09/2018	45	0
Personality Development Workshop by Adiwasi Yuvati Vikas Manch	26/09/2018	26/09/2018	44	0
Essay Writing Competition & Video Session (Savitribai Phule Study Centre)	28/08/2018	28/08/2018	25	0
Tribute to Savitribai Phule on Death Anniversary	10/03/2019	10/03/2019	30	0

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

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

- Tree plantation on 2 July 2018 under state Govt. Tree Plantation Mission
- Swachhha Bharat Mission staff and students participation in Clean India Movement and Swachha Shirpur Drive in collaboration with Shirpur-Warwade Municipal Council.
- Cleanliness of adopted village, Gartad during NSS Winter Camp session.
- Use of LED lights to minimize power consumption and placing of stickers in office, staffroom, laboratories etc. about 'Save Power' appeal.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0

Provision for lift	No	0
Ramp/Rails	Yes	0
Braille Software/facilities	No	0
Rest Rooms	No	0
Scribes for examination	Yes	0
Special skill development for differently abled students	No	0
Any other similar facility	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	25/12/2019	7	NSS WINTER Camp	Swachha Bharat, Cashless Society, Digital India, Save Girl Child	78
2018	1	1	01/08/2018	60	Digital India	Staff and Students' Computer Awareness Orientation Sessions	318

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NA	15/06/2018	NA

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration of Independence Day	15/08/2018	15/08/2018	70
Voter's Day	25/01/2019	25/01/2019	78
Celebration of Republic Day	26/01/2019	26/01/2019	80
Celebration of Maharashtra Day	01/05/2019	01/05/2019	20

Celebration of Gandhi Jayanti	02/10/2018	02/10/2018	80
Savitribai Phule Jayanti	03/01/2019	03/01/2019	75
Kerala Flood Relief Fund Collection	21/12/2018	22/12/2018	297
Tribute to Pulawama Martyrs	18/02/2019	18/02/2019	300
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The students of reside in nearby area mostly prefer bicycle as a mode of transport for attending the lectures. It is environment friendly and helps in preventing pollution also. The other students who stay in rural areas prefer to use Maharashtra State Transport Buses as it offers them a concessional monthly pass. It is economically beneficial to students from backward financial status.

Most of the teachers and students who stay in the vicinity of the College prefer to walk down to the college avoiding any kind of vehicles. It is a regular scene with most of the members to contribute positively towards the environment. Paperless office- College always promotes lesser usage of papers in the office as well as when it comes to distribute any kind of study material to the mass students. Electronic means are used to share notices, instructions. In addition to this WhatsApp groups are created class wise to communicate any kind of important message to the students. The usage of papers is restricted in every possible way. The one-sided rough pages are often used to distribute the important study points in the class. It is always recommended to use electronic medium to convey the messages to the students instead of paper notices and cut outs. Efforts for Carbon neutrality: Care is taken to restrict vehicle entry into the campus and specific parking area is allotted to faculty and students. The institute restricted the usage of plastic bags on the campus. Good number of staff and students use bicycles for transportation purpose.

Plantation/Greening Drives: Plantation programme has been taken up by the Institute for increasing the Green Cover in Shirpur town. The college organizes special awareness programmes on plastic free environment in and around the town under the Swachha Bharat Abhiyaan. Energy Conservation: Awareness among the students and staff on energy conservation is created by some sort of displays at appropriate places, switching off all the electrical utilities, the buildings are fitted with glass/mesh windows for maximum utilization of natural light and free stream of air circulation.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice No. 1 Yuvati Sabha 1. Title: Yuvati Sabha. 2. Goal: - To provide girl students a platform to update several professional skills and make them self-reliant persons. 3. Context: Yuvati Sabha contributes in empowering girl students and make them capable to participate in the national mission of women empowerment. 4. Practice: • To make girl students adopt several skills and get wider scope to develop personality. • Regular organization of programmes, activities, workshops, lectures, events make a healthy and strong environment on the College campus. • To bring out expert lectures and organize programmes on gender sensitization. • Creating awareness among students and staff about the growing importance of women contribution in national development. • A Special Cell looks after resolving educational, health, personal, and family problems of girl students from rural and tribal area. 5. Evidence of Success: • Workshops of gender sensitization. • Expert lectures on women's health,

education, law, human rights etc. • Several women empowering programmes by guest lecturers. • Organization of University level Yuvati Sabha or Yuvati Chetana programmes. • Students' spontaneous participation in all events organized. • Regular organization of meetings, self defence workshops such as karate training courses, etc. 6. Problems and Resources Required: The Cell needs to continue with more resources including library books on gender sensitization, a separate room for organizing activities and more number of guest faculties from reputed institutes. 7. Contact Details: ? Name of the Principal : Dr. Sharda j.Shitole ? Name of the Institution : Smt. H.R.Patel Arts Mahila College, Shirpur. Dist-Dhule 425405 ? Accredited Status : 'A' (Cycle-2) ? Work Phone : 02563255302 ? Resi. Phone : 00 ? Email : hrpmahila302@gmail.com ? Website : www.hrpmcollege.org ? Mobile : 9823466699

Best Practice No. 2 Savitribai Phule Study Centre: Gender Sensitization Activities 1. Title: Savitribai Phule Study Centre : Gender Sensitization Activities 2. Goal: - To study Savitribai Phule, a great reformist personality in the context of her educational and social contribution and also to extend the centre to work upon various gender sensitization issues. 3. Context: The study centre has been started in the year 2005-06 to impart students' idea and knowledge about Savitribai Phule's contribution in women's career development. It is started to inculcate value system among women students of the College by organizing various gender sensitization related issues through Adiwasi Yuvati Vikas Manch, and NSS planned Gender Sensitization Programmes 4. Practice: • The study centre organizes lectures on women sensitization issues through Adiwasi Yuvati Vikas Manch, • It collects wall-papers and posters on the life and career of the social activist Savitribai Phule • It organizes Elocution competition and essay writing competition on the life career of the great personality. • It organizes guest lectures on health, career, educational, social, and cultural topics to enable the first generation tribal and rural area students understand the above issues through Adiwasi Yuvati Vikas Manch. • Celebrations on Birth and Death Anniversaries of Savitribai, presentations of videos on women related issues. 5. Evidence of Success: The study centre has organized several programmes towards women sensitization and empowerment. Mostly the guest lectures are organized to develop and inculcate the thoughts on student mind. The regular organization of meetings and group discussions among students through Adiwasi Yuvati Vikas Manch organized meetings, workshops, orientation programmes, karate training courses, etc. 6. Problems and Resources Required: The study center requires more books, CDs, VCDs on the life and career of Savitribai. Similarly, the centre requires a separate room with adequate infrastructure. The centre needs support to organize conferences on life and career of Savitribai Phule. The Adiwasi Yuvati Vikas Manch needs registration, and also some financial support to organize gender sensitization activities more effectively and regularly. 7. Contact Details: ? Name of the Principal : Dr. Sharda j.Shitole ? Name of the Institution : Smt. H.R.Patel Arts Mahila College, Shirpur. Dist-Dhule 425405 ? Accredited Status : 'A' (Cycle-2) ? Work Phone : 02563255302 ? Resi. Phone : 00 ? Email : hrpmahila302@gmail.com ? Website : www.hrpmcollege.org ? Mobile : : 9823466699

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

<http://www.hrpmcollege.org/igac-activities/>

7.3 – Institutional Distinctiveness

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

The College, being run by Shirpur Education Society, Shirpur efficiently works upon the quality guidelines of the meticulously planned strategies of the Management. It looks after the five major areas and the values as directed by

the NAAC, UGC, and MHRD. Hence, running in this line the College finds its distinctiveness in its consistent efforts in nurturing quality culture on college campus through strengthening of its faculty. The College follows the faculty evaluation system every year. It has prepared and implemented Institutional API on its own seeking primary and essential guidelines from the UGC API system. It includes following components- Teaching, Learning, and Evaluation: 1. Teaching workload including theory and practicals, research guidance etc 2. Performance in engaging lectures / practicals/ tutorials /administrative load/ research supervision/project guidance 3. Performance in attendance of students 4. Performance in results 5. Lectures and academic duties in excess of ugc norms 6. Preparation of study material and resources 7. Innovative teaching learning methods 8. Students feedback 9. Examination related work Curricular, Co-curricular, Professional Development 1. Student related co-curricular, extension and field based activities 2. Contribution to corporate life and community work 3. Community work 4. Administrative and academic 5. Professional development activities Research Contribution: Presentations and Publications The college always looks forward in promoting research culture among the staff and students. There are following key aspects which make the College prioritize research among all other services and activities. • The College Management regularly holds meetings during every academic year with the teaching staff and form one-to-one dialogue with the faculty member regarding his/her research in M.Phil./Ph.D., and Minor and Major research projects. • The College Management offers incentives to the teaching staff in pursuing research. • The Management promotes research among college staff members by framing the Institutional API allotting separate component to faculty research contribution. It includes papers in journals/ proceedings, books, edited books/journals, organizing conference/workshop/seminar etc., patent, M.Phil/Ph.D. awards as researchers and research supervisors,etc. This API has been in practice for past 10 years. The API system as a part of PBAS (Performance Based Appraisal System) is different in its form and structure from the UGC prescribed API format. • This initiative in research contribution being made as a mandatory criteria in faculty academic evaluation enabled teachers to contribute to the minimum scores to maintain the academic performance. Hence, research contribution by each faculty member promotes research development at the individual level and also to make it at large at the institutional level. • Every academic year, about fifty research papers, a few books are published in reputed refereed/non-refereed, Impact Factor UGC listed journals, books with ISBN numbers. • Minor research projects and Vice Chancellor's Research Motivation Scheme sanctioned research projects have been the regular activity among the teaching staff. • The College has established a Research committee. Meetings of the committee are organized to promote research • The committee promotes faculty members attend/present/publish at Conferences, Seminars, Workshops, Symposia.

Provide the weblink of the institution

<http://www.hrpancollege.org/igac-activities/>

8.Future Plans of Actions for Next Academic Year

- To organize more gender sensitization programmes
- To introduce and implement community orientation programmes
- To form MoU with neighbouring institutes.
- To organize National and International level seminars, workshops, and conferences.
- To make ICT as a major teaching-learning tool and resource.
- To send proposals of research to the parent university under VCRMS.
- Organize computer awareness programme for staff and students.
- To start spoken English and soft skills development programmes for students on regular basis