



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

**INDUTAI MEMORIAL COLLEGE OF PHYSICAL
EDUCATION**

FULEKAR CAMPUS, NIRMAL COLONY, NARA ROAD

440014

<https://imcope.in/>

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

(Draft)

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The Young Revolution Panther Education Society Tumsar Established in the year 1980 for the purpose of commemorating in the memory of late Lord Lady Indutai the elder loving sister of Shri Sachchidanand H. Fulekar. The Young Revolution Panther runs numerous Law Colleges, B.P.Ed. Colleges, B.Ed. and D.Ed. Colleges, Senior Colleges, Junior Colleges, High Schools and Primary Schools across Vidharbha Region as well as other districts of Maharashtra state. To render distinguished services in the field of Region as well as other districts of Maharashtra state. To render distinguished services in the field of students as honest and diligent with a sense of dully and responsibility implied in him.

Indutai Memorial College of Physical Education, Nagpur affiliated with RTM University Nagpur. This college run by 'The Young Revolution Panther Tumsar'. This Education Society was established in 1980 and serving the Society in Educational field.

Vision

To generate dedication, commitment and responsibility among the students for enfoldment of learners potentialities, enlargement of their competencies and transformation of their interest, attitudes, aptitudes and values.

To be recognised as a premier educational institution that practises quality pedagogy, encourages innovation and research while instilling values and providing a vibrant environment for the holistic development of students into valuable global citizens.

Mission

By strengthening the teaching-learning process through innovative practices, the institution will stimulate the spirit of scientific enquiry and discovery in academics. By providing state-of-the- art institutional infrastructure and excellent human resources the college will foster a better educational environment. The institute will also impart training in entrepreneurial and life skills for enhancing employability. Our efforts are dedicated to impart quality and values based education to raise satisfaction level of all stake-holders. Our strength is directed to create competent professionals. Our endive is to provide all possible support to promote research and development activities.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Adequate infrastructure for academic, co-curricular and extra-curricular activities Well qualified, committed staff
- Well equipped spacious library
- Good number of student centric activities

- Value added certificate courses
- Student support to applying for scholarships
- Periodical academic and administrative audits are conducted
- MOUs with knowledge partners
- Periodic meetings of Alumni and Parents
- Good Mentoring system for the overall development of the students Soft Skills Development Programmes
- Excellent outreach activities conducted in the college

Institutional Weakness

- Research centre is yet to be established.
- Postgraduate programs are not available.
- Limited availability options in selection of programmes.
- Faculty and student exchange programmes yet to be initiated
- Financial constraints on students for further progression to higher studies Alumni is not financially strong and hence financial support is very weak Mandatory to follow university curriculum and examination pattern

Institutional Opportunity

- To introduce new programmes in other science, commerce and management faculty.
- To establish more number of linkages and collaborations with industries, banks and other institutes. Exploring different financial resources for development of the college
- Skill development for entrepreneurship.
- To establish and learn new process through NAAC Accreditation.
- Maximum students receive government scholarships
- Research centre in a few subjects.
- To start postgraduate programs by academic session 2026.

Institutional Challenge

- Limited financial resources of the parents of the students.
- Limited enrolment from rural area due to insufficient career knowledge in the respective field. Students attending college post covid-19 pandemic
- Parents unwilling to send their children to college regularly due to financial constraints Lack of sufficient public transport facilities for the students
- Limited placement options due to conventional courses and curriculum.
- Providing skill based education through conventional curriculum and affiliation system

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Indutai Memorial College of Physical Education, affiliated with Rashtrasant Tukdoji Maharaj Nagpur University, adheres to the university's curriculum and Institutional academic calendar. Preparation of monthly and yearly teaching plans, use of ICT tools, periodical review through Teaching Plan Completion Report are some initiatives taken effective curriculum delivery. The identified gaps in curriculum are bridged by certificate courses.

To enhance slow learners' performance, the college conducts bridge courses and remedial classes effectively. The teaching methods prioritize participative and experiential learning, including group discussions, classroom seminars, study tours, field and industrial visits, and surveys. During the pandemic, the college ensured online program delivery and conducted webinars.

The Continuous Internal Assessment is implemented and monitored by the Examination Committee. The college's IQAC ensures the process of quality enhancement in teaching and learning. The institution integrates human values, ethics, morals, and environmental issues into both curricular and co-curricular activities.

Crosscutting issues are further emphasized through events organized by the IQAC, Environment Club, Constitutional Club, and Women Welfare, and the university incorporates many of these themes into its curriculum. The institution has a structured feedback mechanism on design of curriculum and on ambience of the institution from all stakeholders including Students, Alumni, Parents, Employers, and Teachers. Obtained inputs are used for effective delivery of curriculum and communicated to the concerns.

Teaching-learning and Evaluation

The institution carried out the admission procedure as per the guidelines of the affiliating university. The admission of students from various category is done in accordance with the reservation policy of the State Government. All faculty positions are filled.

To optimize the learning experience, field trips to museums, historical sites, natural habitats, or industries are organized to facilitate experiential learning. Participatory learning is facilitated with group discussions, poster presentation, classroom seminars, and gallery walks. Problem-solving exercises too organize to enhance the learning experience. To enrich the learning experiences of the students, faculty adopt ICT tools and e-resources.

The attainment of COs and POs is measured through direct methods like internal assessment, surprise tests, assignments, seminars, projects, viva-voce, and end-semester examinations. Indirect methods such as student satisfaction surveys, result analysis, and feedback are also employed to gauge progress. The institute ensures transparency in both internal and external examinations. There is a dedicated and time-bound grievances redressal mechanism related to exams to address any concerns promptly and fairly.

Research, Innovations and Extension

The college has developed a research ecosystem despite its limited resources. The IQAC plays a crucial role in formulating and executing the research policy. Despite the resource constraints, a dedicated Research Committee and a Student Research Committee are in place to foster a research-oriented culture among faculty and students. Computer facility with internet connectivity, encouragement of faculty to publish research work and participation in research activities exhibits institutions' commitment towards maintenance of its research policy.

MOUs are established with the industries/ educational institutes to develop culture of collaborative learning. Consultancy is provided. The institution often organizes conferences and workshops on research methodology, intellectual property rights, and patents to upgrade the knowledge of faculty in research domain. Faculty are financially supported for attending seminars/conferences/workshops. Student sensitization for social, cultural, health, hygiene, environmental issues, and their involvement in reaching out the community is one of the institution goals.

NSS and other Cells/Clubs volunteers reach out to the neighbouring villages for community outreach. Our social commitment is evidenced by rallies, street plays and programs on issues like health and hygiene, gender sensitivity, women empowerment, self-employment, etc.

Infrastructure and Learning Resources

Our college possesses its own 3.39 Acre plot of land and guarantees ample amenities to support effective teaching and learning. The infrastructure, including floor space, furniture, equipment, support systems, ICT facilities, classrooms, and a well-equipped library with a reading room, meets all necessary regulations.

The institution is dedicated to furnishing the necessary resources for educational activities, featuring spacious, well- ventilated classrooms. Additionally, one of these classrooms doubles as a seminar hall, complete with an LCD projector and WiFi accessibility. Staff members have access to laptops/desktop computers, printers, and the Internet.

The institution fully acknowledges the significance of co-curricular and extracurricular activities. To this end, it provides infrastructure facilities, such as a built-in stage for cultural events and college functions, as well as both indoor and outdoor sports facilities, including three play grounds. The campus is under constant CCTV surveillance to ensure safety and security.

Our library, designed for both staff and students, offers a reading room and is partially automated using 'LibTeck software'. A dedicated computer with internet access and WiFi is available in the e-resource access section, allowing users to explore various online databases and e- resources from Inflibnet-NLIST. Economically disadvantaged students and those participating in the Student Adoption Scheme can take advantage of the Book Bank facility. Furthermore, the campus provides ample parking space for vehicles.

Student Support and Progression

The students are benefited by scholarship and free-ship scheme provided by Government. The non-teaching staff and faculty collaborate to help students access government scholarships available through different schemes. Moreover, the faculty provides financial assistance to students selected for the Student Adoption Scheme, covering their educational expenses.

Additionally, they extend financial support to students involved in research activities. The college features a range of support services, including the Career Counselling cell, Competitive Examination Guidance Cell, NSS unit, Health Club, Red Ribbon Club, and Environment and Nature Club. These units organize a variety of extension activities and skill-building programs encompassing soft skills, language and communication skills, life skills, and computing skills, along with preparation for competitive exams.

The Career Counselling cell plays a crucial role in preparing students for enhanced job prospects by organising expert talk and sharing career opportunities from newspapers on notice boards. The institution maintains a Grievance Redressal Cell, Anti-ragging Cell, Anti-sexual Harassment Cell and Internal Complaints Committee, all dedicated to resolving grievances in a fair and harmonious manner. The equal opportunity cell assists students with admission, scholarships, and other avenues, upholding a commitment to providing equal access.

Upholding a zero tolerance policy for gender and sexual harassment issues, the institution ensures a safe and respectful environment. Students actively engage in organizing sports, cultural events, and other activities, fostering the development of leadership qualities. The number of students pursuing higher education at the institution continues to grow with each academic year. The institute maintains strong and healthy interaction with alumni through alumni meets organized every year.

Governance, Leadership and Management

The participatory management approach of the institution aligns perfectly with its vision and mission, contributing significantly to the achievement of institutional goals. The organizational structure is based on four main components: academic, administrative, research and quality assurance, comprises independent committees, which are reshuffled in every academic year.

The decision and policies of management and College Development Committee are implemented through Principal, IQAC Coordinator and various committees in charges. The institution has developed a comprehensive Institutional Development Plan (IDP), considering both long-term and short-term objectives, that aligns with its vision and mission.

E-governance system is used for planning and development, administration, finance, student admission and examination. The institute has performance appraisal system as per affiliating university, UGC and state government norms to appraise the performance of teaching and non-teaching staff members. The Principal implements necessary action plan to improve the quality of teaching-learning process of institute by organizing FDP, Administrative training programmes, etc. for the staff and encourage them to enhance their participation in such programmes organized by other agencies under the recommendations of IQAC cell.

The institution has a mechanism of internal and external financial audit. The IQAC is functional, organizes regular meetings and plays an active role in planing and executing strategies for continual enhancement of quality in academics, administration, research and NAAC supporting work.

Institutional Values and Best Practices

The college has girls' and boys' common rooms as a common facility and separate provisions/facilities are available for differently abled (Divyangjan) students.

The college organizes various sensitization programs through the Task Force for the Protection of Girls at the College Campus.

The college takes adequate measures to organize the programmes related to gender equity promotion, social responsibilities, national festivals, and birth/death anniversaries of great personalities.

The institute promotes the use of renewable energy (solar), and LED bulbs.

Solid, liquid, and e-waste management processes are well-structured. The Institute has a rain water harvesting

mechanism and harvested water is used for maintaining green initiatives of the institute.

The college follows green practices such as tree plantation, land scaping, plastic free campus and partial paperless work to promote environmental awareness and sustainability.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	INDUTAI MEMORIAL COLLEGE OF PHYSICAL EDUCATION
Address	Fulekar Campus, Nirmal Colony, Nara Road
City	Nagpur
State	Maharashtra
Pin	440014
Website	https://imcope.in/

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Anita J Mudliar	0712-2642767	7276787576	-	imcpe.ngp@gmail.com
IQAC / CIQA coordinator	Akshay Wankhede	-	7276717228	-	iqac.imcpe@gmail.com

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details

State	University name	Document
Maharashtra	The Rashtrasant Tukadoji Maharaj Nagpur University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC		
12B of UGC		

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

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
NCTE	View Document	03-05-2015	12	Continuation

Recognitions

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

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Fulekar Campus, Nirmal Colony, Nara Road	Urban	2	715

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BLibSc, Humanities, Information Science	12	Under Graduate	Marathi	40	0
UG	BA, Humanities,	36	HSC	Hindi, Marathi	120	1
UG	BJ, Interdisciplinary Studies,	36	HSC	Marathi	50	0
UG	BPES, Interdisciplinary Studies,	36	HSC	English, Hindi, Marathi	80	73
UG	BPEd, Interdisciplinary Studies,	24	Under Graduate	English, Hindi, Marathi	100	100

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				9			
Recruited	0	0	0	0	0	0	0	0	6	3	0	9
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				13
Recruited	10	3	0	13
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	6	1	0	7
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	2	0	2
UG	0	0	0	0	0	0	0	0	0	0

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	396	19	0	0	415
	Female	98	7	0	0	105
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

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

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	3	4	4	0
	Female	2	1	2	0
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	0	1	1	0
	Female	0	2	0	0
	Others	0	0	0	0
General	Male	129	140	134	124
	Female	28	40	49	55
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		162	188	190	179

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The Vision of National Education Policy to provide high quality education to develop human resources in our nation as global citizens is well taken. Discussions among faculty members were initiated on key principles of NEP such as diversity for all curriculum and pedagogy with technological innovations in teaching and learning, encouraging logical decision making and innovation, critical thinking and creativity. In view of the NEP, academic programmes may be redesigned to include Multidisciplinary/Interdisciplinary courses as electives so that students get maximum flexibility to choose elective courses offered by other Departments. It can be said that the University is
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	proactively working towards implementation of the suggestions given in the NEP.
2. Academic bank of credits (ABC):	Academic Bank of Credit is envisioned as a digital bank that stores a student's credit from any course. It is a key tool for facilitating multidisciplinary and comprehensive education, as well as many entry and departure points into and out of higher education.
3. Skill development:	This will help to enhance the employability of our graduates as per the industry's current human resources requirements. Value Added Programs are introduced by the college to march towards the implementation of NEP in the real sense.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	According to NEP Policy, art and culture are inextricably linked to language. Distinct languages have different ways of 'seeing' the world, and a language's structure influences how a native speaker perceives their environment.
5. Focus on Outcome based education (OBE):	The college has taken gradual steps to acquaint our teaching staff as well as students regarding important terminology like program objectives, program specific objectives, course objectives and learning objectives.
6. Distance education/online education:	Since March 2020, when the country was put on lockdown due to the outbreak of coronavirus, online classes have become very common and have taken centre stage in students' lives. Online Education is a new way of thinking about education.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes, Under the Students Council and Extension Activities Cell. Our college monitors this. There is no formally ELC established in the college.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	We are currently in process as per NAAC guidelines. As we establish, we will also appoint a representative.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of	The National Voters Day program was organised to make the students for registering themselves with the EC. They were also made aware of the fundamental rights of the voters in India through the NSS and

students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	Extension Activity Cell.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	The Constitution is displayed in college campus. Various awareness campaigns and workshops are organised. Students are encouraged to learn about democratic values and participate in electoral process at the local level.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	Orientation and Awareness Programs are organised for them.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
409	434	447	444	355
File Description		Document		
Institutional data in prescribed format		View Document		

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 11

File Description	Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
9	9	10	10	9

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2023-24	2022-23	2021-22	2020-21	2019-20

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

The college is affiliated with Rashtrasant Tukdoji Maharaj Nagpur University and is required to follow the curriculum designed by the University. Effective curriculum delivery is ensured through a well planned documented process. The IQAC plans teaching, learning and evaluation activities for every academic year and a detailed academic calendar is prepared at the beginning of the academic year. The Principal conducts academic planning meetings to plan and organize the schedule of lectures and distribute the syllabus among the faculty members of their respective departments. Faculty members are expected to complete the teaching of their syllabus within the stipulated time. If any faculty member fails to complete the syllabus within stipulated time, he/she is asked to take extra classes to complete the syllabus. Each department has to prepare the teaching plans and chalk out the academic activities at the beginning of every academic year. . The courses are distributed in the department meetings and the teaching strategies and methods are also discussed there. Ensure curriculum delivery is ensured with course and programme outcomes in mind. Programme objectives are also reflected in the course objectives.

Effective curriculum delivery is also ensured through proper utility and availability of ITC tools and teaching-learning process completed with interactive methods and use of ICT technologies. This culminated in enhancement of skills and the learning ability of the students. In order to compete with the increasing technological needs of the modern era, faculty members are insisted to follow innovative pedagogy of teaching methods like internet, LCD projectors apart from mere chalk and blackboard. The orientation and induction programmes for first year students are organized to inform them about the curriculum, evaluation process, co-curricular and extra-curricular activities to be organized throughout the academic year.

For effective classroom teaching and curriculum delivery through a well-planned and documented process, the following effective measures are taken.

- ♦ Academic calendar lays out the action plan for the whole year Teaching plans are prepared by each teacher
- ♦ Interactive classroom teaching with the help of a smart classroom.
- ♦ Student-centred class presentations where papers are presented only by students, mostly through PPT mode for all departments.
- ♦ Interactions with students which include counseling, discussions, question-answer methods, home assignments, group discussion etc.

- ♦ Mentoring of students through tutorial classes and remedial classes for slow learners.
- ♦ Field study-based project reports and dissertations, industrial visits Educational/Industrial excursions/tours
- ♦ The use of computer lab

The students are informed about details of the beginning and conclusions of the semester, the teaching plans, and examinations schedules at the beginning of the academic year. The compliance of the syllabus is communicated to the Principal through the Heads of the Department and at the end of the semester. There is sufficient flexibility in the teaching plans, so as to adopt the changes if any. The evaluation of the students is carried out periodically as per the norms of the affiliated University.

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 30

File Description	Document
Institutional data in the prescribed format	View Document

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 100

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
409	434	447	444	355

File Description	Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

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

Response:

Since the aim of education is to make students responsible citizens, the college integrates cross cutting issues like Gender, Environment and Sustainability, Human Values and Professional Ethics through curricular, co-curricular and extracurricular activities organized in the college.

Gender Sensitization -

Gender sensitization is an attempt to modify the behaviour by creating awareness of gender equality concerns among the students. Gender sensitivity helps to generate respect for an individual regardless of his/her sex. The educational institute can play a significant role in breaking the gender stereotypes. The street plays organized by the college students related to gender sensitization had good impact on rural people. The Seminars on 'Women Empowerment' and 'Women Empowerment through Gender Sensitization in Rural Area', have contributed significantly in creating gender sensitization among the students and other participants.

Environment and Sustainability -

Environmental awareness is to recognize the importance of our environment preservation and life on the planet. The educational institutes can play a crucial role in creating awareness about environment and sustainability. The course in Environmental Awareness is designed to play an important role in creating awareness about the ill-health of our environment. The field projects and assignments about the issues of environment conservation are given to the students so that they can feel and think of its importance. The workshops on the conservation of environment are organized in the college and experts are invited to offer their valuable guidance in those workshops. The college focuses on the following aspects of the protection of environment in the workshops and actual teaching of the course on Environment awareness.

Plastic free earth -

Plantation of trees /Awareness about hazards of plastic Water conservation

Vermi-compost / eco-friendly disposal of waste adopting nature friendly behaviour Minimal use of paper in the office

Human Values -

The different universal human values such as truth, righteous conduct, peace, love and non- violence are related to physical, intellectual, emotional psyche and spiritual aspects of human life. There is need and urgency to emphasize these values for a better human society. The activities in the college and the lectures of renowned experts on human rights, social responsibilities, democracy, constitutional values, mutual respect and many other topics related to human values are organized to imbibe the human values among the students. The true aim of Higher education is to inculcate their human values and human dignity amongst our students.

The professional ethics of the teaching profession are standards of personal and social behaviour, values and guiding principles. The Code of Professional Ethics is established by the college and the affiliated University to guide the members in performing their duties according to sound and consistent ethical principles in the institute.

1.3.2

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

Response: 98.53

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

Response: 403

File Description	Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 51.67

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2023-24	2022-23	2021-22	2020-21	2019-20
162	189	190	178	180

2.1.1.2 Number of sanctioned seats year wise during last five years

2023-24	2022-23	2021-22	2020-21	2019-20
390	390	390	390	180

File Description

Document

Institutional data in the prescribed format

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 2.64

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2023-24	2022-23	2021-22	2020-21	2019-20
6	9	8	1	0

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

2023-24	2022-23	2021-22	2020-21	2019-20
204	204	204	204	94

File Description	Document
Institutional data in the prescribed format	View Document

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 45.44

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

The college makes an attempt to focus on experiential learning. The focus of teaching is mainly on practical use of knowledge and skills for real-life experiences. It helps in increasing the learner's knowledge and develops competence in various skills. The learners actively reflect on that experience through individual thinking, group discussion, questioning or writing assignments or journals. The students participate in activities like group discussions, debates, class presentations, brainstorming etc.

Participative learning : After every activity the teacher encourages the participants to take part in a discussion where she/ he is supposed to relate his/her experiences. The student participants are expected to work to find a solution individually and together as a team, and suggested to communicate and learn from each other in order to be successful. The students are not expected to be just passive learners but they need to actively participate in the learning process.

Experiential learning is basically learning by doing. Group discussions, interactive teaching, debates, class presentations, field visits, village surveys, workshops, industrial visits and student seminars are regularly organized to offer the experience of active and participative learning. The skill development programmes and skill oriented courses mainly focus on hands-on training and experiential learning. The students are given assignments where they have to critically think about the topic and find solutions to the problems.

Student-centric methods and participative learning is an important part of curriculum implementation and enough care is taken to make experiential and participative learning effective.

The use of ICT in the classroom is very important and useful as it offers a number of opportunities for teachers and students to use new technologies and techniques for effective teaching and learning. The use of power point presentations helps the students to get engaged in the learning process actively and create interest in their personal learning. By integrating ICT into the classroom, students are assisted to develop their ability to learn more effectively, cooperate with each other, and explore the world around them.

The institution has installed LCD Projectors and Computer Lab for the use of ICT in teaching learning. The use of computers, LCD Projectors and the internet has proved to be very useful in enhancing the quality of education.

The use of ICT has proved beneficial in the following ways:

- ♦ Increases the motivation and interest of the students in the subject/topic Develops independent learning among students
- ♦ Brings creativity to teaching and learning
- ♦ Develops collaborative and team work
- ♦ Offers a new way of teaching the subject

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 100

2.4.1.1 Number of sanctioned posts year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
9	9	10	10	9

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 100

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
9	9	10	10	9

File Description	Document
Institution data in the prescribed format	View Document

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

Students are informed about the evaluation pattern during the orientation programmes/ induction programmes arranged at the beginning of the academic year. The Principal and all faculties of the college guide the students regarding the internal assessment, question paper patterns and university examinations.

The circulars received from the university in this regard are communicated to the faculty members and administrative staff from time to time and are also displayed on the notice boards for students. The internal assessment for semester end examination and credit-based courses is very transparent and robust. The attendance sheets of the students appearing for such internal term end examinations, home or other internal test assignments and continuous assessment sheets are maintained and the students' grievances are also addressed quickly and transparently.

The examination committee is constituted every year to coordinate the internal and external examination activities and communicate to the students, teachers and administrative staff any information regarding examinations.

For effective understanding of the evaluation process, faculty members must give class-wise/ course-wise instructions about the unique features of internal/external evaluation of the course. Changes in schedules, patterns, and methods, if any, are immediately brought to the notice of the students through notice boards, messages and website notifications and also through classroom interactions by the subject teachers. Internal examination schedule is displayed on notice boards in advance.

The internal assessment mark lists are displayed on the notice boards. The subject teacher briefs the students in the classroom about their attendance and performance in the internal examinations. It is a practice of the college to show internal examination answer books to students if demanded.

Grievance Redressal System:

At Institute level:

The faculty distributes evaluated answer scripts of assignments to students and any clarifications or grievances are addressed by the concerned faculty within a period of 3 days. Internal marks are then displayed on the notice board. If any discrepancy is brought to the notice, the concerned faculty will resolve it and the necessary corrective action is initiated. If a student is not satisfied with the marks awarded even after resolved by the faculty, student may represent same to the principal.

At University level:

Students can express grievances by applying for the following evaluation procedure:

Exam Form Filling: It is sometimes observed that while filling the online exam forms of the subjects offered by the students are not correctly reflected on the screen in such cases the university provides 3 Days' time to the institute to submit such grievances of the students to the students to the university and get redressed observed anomalies.

Correction in Name on Hall Ticket: In couple of cases, it happens that the Hall Tickets issues to the students do not carry the correct name of student concerned. In such cases the university gives 7 Days' time to get the hall ticket corrected through the institute.

Re-valuation & Recounting: If student is not satisfied with the marks awarded, they can apply for recounting within a week from the declaration of result through the office at the institute. The received grievances are submitted to university by the institute along with prescribed fees recovered from the students. The university declares time frame every year for submission of marks related grievances and declaration of results.

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

The college is affiliated to Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur and follows the university curriculum and examination schedules. College offers under-graduate programs only. The college prospectus gives details of the programs and courses offered. At the beginning of each academic year, faculty members prepare course files that outline the Course Objectives, Course Outcomes, modules, reference material, teaching plan and credits. Students are informed about the syllabus, examination pattern and expected outcomes of the courses during the induction program and lectures.

Programme Outcomes (POs): The POs are broad statements that define the knowledge, skills, and abilities that students are expected to acquire by the time they complete a particular programme. The college ensures that the POs for each programme offered by the institution are clearly stated and prominently displayed on its website. These outcomes are designed in alignment with the relevant accreditation bodies, industry requirements, and societal needs.

The POs serve as a guiding framework for the curriculum design, pedagogy, and assessment strategies of the programmes offered by the university.

Course Outcomes (COs): The COs are the specific statements that describe the knowledge, skills, and abilities that students are expected to acquire from each individual course within a programme. Our college ensures that the COs for each course offered as part of its programmes are clearly stated and made available on its website. These outcomes are designed to be in line with the corresponding POs and provide a clear understanding of the learning objectives of each course. The COs are formulated by the faculty responsible for teaching the course, in consultation with the relevant stakeholders. They are designed to be measurable, observable, and achievable, and are aligned with the learning outcomes of the programme as a whole.

The COs serve as the basis for designing the curriculum, developing teaching materials, and designing assessments for each course.

Evaluation of POs and COs: we have a robust system in place to evaluate the attainment of POs and COs by its students. The college employs a variety of assessment methods, such as examinations, assignments, projects, practicals, internships, and other forms of assessments, to evaluate the learning outcomes of the students. The assessment methods used are aligned with the COs and POs, ensuring that the students are evaluated on their ability to demonstrate the expected knowledge, skills, and abilities.

The assessment results are analyzed and reviewed periodically to assess the level of attainment of the POs and COs by the students. This feedback is used for continuous improvement of the curriculum, pedagogy, and assessment strategies.

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

At Indutai Memorial College we follow a systematic and evidence-based approach to evaluate the attainment of Programme Outcomes (POs) and Course Outcomes (COs) for all its programmes. The college employs various assessment methods, feedback mechanisms, and review processes to ensure that the POs and COs are effectively met by the students.

Assessment Methods: The institute uses a diverse range of assessment methods that are aligned with the COs and POs and include examinations, assignments, projects, practicals, internships, presentations, and other forms of assessments.

The assessment methods are designed to measure the knowledge, skills, and abilities that are expected to be attained by the students as per the POs and COs.

These assessments are conducted at regular intervals during the course of the programme to track the progress of the students and evaluate their learning outcomes.

Feedback Mechanisms: IQAC has channelized efforts towards making “quality” the defining element of higher education in India through a combination of self and external quality evaluation, promotion and sustenance initiatives and in this endeavor has devised a mechanism of collecting regular feedback from students, parents, alumni and other stakeholders which has been used, analyzed deeply for planning and executing the following improvement/developmental plans to assess the attainment of POs and COs.

Feedback mechanisms such as surveys, focus groups, and reviews are used to collect input on the effectiveness of the programmes and courses in achieving the intended outcomes. This feedback is considered valuable in identifying areas of improvement and making necessary changes to the curriculum, pedagogy, and assessment.

Review Processes: The college has a robust review process in place to periodically evaluate the attainment of POs and COs. The faculty members responsible for teaching the courses, along with the program coordinators and other stakeholders, review the assessment results, feedback from various sources, and other relevant data to assess the level of attainment of the outcomes.

This review process helps in identifying strengths and weaknesses and making necessary changes to improve the attainment of POs and COs. Based on the findings of the review, necessary changes are made to the curriculum, pedagogy, and assessments to ensure continuous improvement.

This systematic and evidence-based approach evaluates the attainment of Programme Outcomes (POs) and Course Outcomes (COs) for all its programmes which reflects the institute’s commitment towards providing quality education

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 85.88

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

2023-24	2022-23	2021-22	2020-21	2019-20
151	154	166	118	86

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

2023-24	2022-23	2021-22	2020-21	2019-20
181	173	180	164	88

File Description	Document
Institutional data in the prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response:

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

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

Response: 0

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

2023-24	2022-23	2021-22	2020-21	2019-20
0	0	0	0	0

File Description

Document

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Indutai Memorial College is committed to creating a robust ecosystem of knowledge and learning that is conducive to research and innovation and ensures that the education its students receive is not distanced from their cultural and social values.

Besides, the institute has its highly active Innovation Cell, functioning under the IQAC, which pursues research and innovation independently and in collaboration with outside experts and industry specialists. The Innovation Cell and IQAC has been actively involved in organizing IPR workshops, IPR awareness programmes and research and Innovation Lectures on “the significance of IP in academia for spreading awareness about IPR. The IQAC of Indutai Memorial College has also taken keen initiatives towards enhancing knowledge in this area and has been regularly organizing a number of Research and IPR lectures and seminars.

As an initiative for the creation of a research aptitude and critical thinking approach, three workshops were organized on Research Inspiration, Research Methodology and Research Orientation during the

assessment period.

As part of the curriculum, college offer courses that enhance their students' knowledge of Indian society and culture. Outside of the curriculum too, the College ensures that students are provided avenues to learn more about Indian Knowledge Systems through frequently held seminars, talks, and workshops. The college regularly hosts speakers and experts knowledgeable about Indian culture and social thought.

The College also offers Value Added Programs which are offered in a hybrid (both offline and online) mode, which focuses on Indian Knowledge Systems.

3.2.2

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

Response: 32

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

2023-24	2022-23	2021-22	2020-21	2019-20
7	7	7	5	6

File Description

Document

Institutional data in the prescribed format

[View Document](#)

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document

3.3.2

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

Response: 0

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2023-24	2022-23	2021-22	2020-21	2019-20
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document

3.4 Extension Activities**3.4.1**

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

The true aim of education is providing good knowledge, skills and creating a sense of social responsibility among the students. Understanding social problems, diversities, local communities and contributing to the wellbeing of society can be obtained through the social or extension activities conducted by the college. Indutai Memorial College acknowledges the importance of extension activities and projects to give its students an immersive experience, and to inculcate a sense of social and communitarian responsibility in the students. In the assessment years 2019-20 to 2023-24, our college has pro-actively engaged in outreach and extension activities to sensitize students on social issues and reaching out to neighbouring communities through its various societies. Various awareness programs, workshops, rallies, and road shows with themes like cleanliness, green environment & tree plantation, gender sensitization, road safety, voter awareness, blood donations, mental health awareness etc.

Voter Awareness Rally - Democracy can function well only when voters do use their franchise right to

vote. College students are the new voters and awareness about the importance of their vote is very important. NSS volunteers in association with the local government administration arranged rallies in the town and adopted nearby villages for voter awareness. Such awareness programmes do help in strengthening democratic values.

Blood Donations Camps : Every year on the occasion of college foundation day, college NSS department, along with the local blood bank, organises blood donation camps for students and staff at the college. Students actively participate in the activity and are encouraged to donate blood. We have also received certificates of appreciation from the blood bank for our extraordinary efforts towards this social cause.

HIV/AIDS Awareness: NSS volunteers actively participate in rallies on HIV/AIDS awareness. Lectures of medical experts on HIV/AIDS are also organized on campus to create health awareness among the students.

Tree Plantation/Special Camps and Health Awareness: NSS volunteers conduct plantation programs on campus as well as outside the campus. Health Awareness, water conservation, anti-alcohol and de-addiction campaigns as well as construction of earthen stop dams in adopted villages to tackle the scarcity of water are some of the important extension activities conducted by the college.

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Indutai Memorial College is committed to fostering holistic development by encouraging students to actively engage with societal issues. The institution consistently strives to channel student efforts into meaningful extension activities that address real-life challenges while contributing to community welfare.

Our college facilitates these initiatives through dynamic student clubs that focus on co-curricular, extracurricular, and outreach activities. These platforms sensitize students to social challenges and provide them with immersive learning experiences. Collaborations with local government bodies, semi-government organizations, NGOs, and industries enable impactful programs that blend academic and social engagement.

Government-Led and Community-Driven Programs

Students are actively involved in numerous government-led and community-oriented initiatives, including:

- ♦ **Swachh Bharat Abhiyan:** Cleanliness drives and sanitation awareness campaigns.

- ♦ **Beti Bachao Beti Padhao Campaign:** Awareness sessions promoting girl child education and gender equality.
- ♦ **Tree Plantation Drives:** Initiatives to enhance environmental sustainability.
- ♦ **World Health Day:** Health check-up camps and wellness workshops.
- ♦ **World Menstrual Hygiene Day:** Campaigns to break taboos around menstrual health and promote hygiene.
- ♦ **World Human Rights Day:** Advocacy for human rights through seminars and awareness drives.
- ♦ **National Youth Day:** Programs celebrating the contributions of youth to nation-building.
- ♦ **Voter Awareness Campaigns:** Encouraging informed electoral participation among young voters.
- ♦ **Road Safety Campaigns:** Promoting traffic rules and responsible road behavior.
- ♦ **Disaster Preparedness Programs:** Training students in first aid and emergency response.
- ♦ **Pulse Polio Awareness:** Campaigns to eradicate polio by spreading vaccination awareness.
- ♦ **Water Conservation Drives:** Workshops and activities focused on sustainable water use and conservation.
- ♦ **AIDS Awareness Programs:** Educational drives on HIV/AIDS prevention and treatment.
- ♦ **Digital Literacy Campaigns:** Training sessions to bridge the digital divide in rural areas.
- ♦ **Elderly Care Initiatives:** Visits to old age homes and providing emotional and material support.

Awards and Recognitions

The college and its students have received several awards and acknowledgments for their consistent and impactful contributions, including:

1. **Certificate of Appreciation** from the Nagpur Collector Office for participation in Swachh Bharat Abhiyan.
2. **Award of Excellence** by Nagpur Zilla Parishad for the Beti Bachao Beti Padhao Campaign.
3. **Certificate of Merit** from local NGOs for World Human Rights Day initiatives.
4. **Best Outreach Initiative Award** for active participation in menstrual hygiene awareness campaigns.
5. **Voter Awareness Award** from the Election Commission for promoting electoral participation.

These accolades highlight our unwavering commitment to shaping responsible citizens who contribute meaningfully to societal growth and community development.

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 45

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

2023-24	2022-23	2021-22	2020-21	2019-20
9	10	11	8	7

File Description	Document
Institutional data in the prescribed format	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 21

File Description	Document
Institutional data in the prescribed format	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- ♦ teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ♦ ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The institute possesses a well-developed infrastructure which fulfills the requirements stated by affiliating university and other statutory bodies to fulfill the needs of all stakeholders.

- ♦ Well-furnished, spacious, ventilated and illuminated classrooms, computer laboratory, tutorial rooms and other student support facilities as per University requirements.
- ♦ The Institute has 07 classrooms for efficient teaching–learning process and the majority of classrooms are equipped with ICT facilities like LCD Projectors and Wifi.
- ♦ The Administrative Office, IQAC Room and NSS have individual rooms for efficient functioning. Separate girls and boys common rooms are available on campus
- ♦ Separate toilets for staff and students
- ♦ Support and safety facilities like continuous power backup, fire extinguishers, water coolers with water purifier, CCTVs at key locations are available.
- ♦ In-house housekeeping staff is appointed to maintain cleanliness in the campus. Entire campus has been made wi-fi enabled.
- ♦ Sports and Games- The College has a spacious and well equipped indoor-sports room, where students can play games. Sufficient area is allocated to outdoor sports and games with adequate facilities.
- ♦ The college has MOU for sports and cultural a big playground to provide outdoor sports .
- ♦ Indoor sports facilities like chess, carrom is available.
- ♦ The First Aid box is available at NSS room.
- ♦ Cultural activities are organized under the guidance of the co-ordinator appointed for the cultural committee. Refreshments are provided to students and staffs during festival celebrations.

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response:

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise

during last five years (INR in lakhs)

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

College has well-equipped, well-furnished and well-maintained library of (600) sq. ft. area with 3299 books. Currently, the college has subscribed 6 National Journals, 5 newspaper subscriptions and e-resources. The college has sufficient reading room space separately designated for students and staff.

The library is automated with Library Management Systems Software (LMS). LMS are user friendly software's developed to work under the client server environment. The Software is featured with the following modules to facilitate all the essential functions of the library in a computerised environment. 1) Acquisition 2) Circulation 3) Patrons 4) Reports 5) Tools 6) Cataloguing 7) Authorities.

Facilities available in the library:

OPAC: Online Public Access Catalogue (OPAC) consists of Acquisition, Cataloguing, Circulation, Serials control and Web OPAC facility which allows students and faculty to browse a book by author, title, publisher or any keyword.

- ♦ Each student is issued 2 text-books and 1 reference book for a borrowing period of 07 days, on renewal basis.
- ♦ Book Bank Facility is available.
- ♦ The library conducts online and offline book exhibitions regularly.
- ♦ The library has a provision of access to e-journals, video lectures etc. For this purpose, a separate arrangement in Digital Library is made where students & staff can access, download, and print the open access journals & research papers, also they can listen to the video lectures with the help of audio- visual aids.
- ♦ In the last 5 years approximate 5% amount excluding salary is spent on purchase of books, journals and other allied library activities.
- ♦ The average footfall of the library is more than 65-75 users per day

Book Bank Facility: Recognizing the financial constraints of some students, we offer a book bank facility where textbooks are loaned to eligible students for the academic year. This initiative ensures that all students have access to essential course materials.

Book Exhibitions: We regularly organize book exhibitions, where renowned publishers showcase their latest publications. These exhibitions provide an excellent opportunity for students and faculty to explore and purchase relevant academic materials.

Library Orientation: To maximize the utilization of library resources, we conduct library orientation

programs at the beginning of each academic year. These sessions familiarize new students with library services, resources, and digital tools.

The following are the newspapers subscribed by the college library,

1.The Hitvada, 2.Dainik Bhaskar, 3.Deshonnati, 4. Lokmat, 5. Sakal, 6. Rojgar Samachar

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

The Institute provides computing facility with required configuration for computer systems. These are distributed among the various departments for academic and administrative work. The institute has high speed internet of 100 Mbps to cater the need of academics as well as allied processes.

The college has 30 computers with the latest modern configuration and 3 new multi-functional printers are added. The college has(2 scanners, including a newly added scanner. The college premises had 12 CCTV cameras. Wi-Fi facilities have been provided in the college with 4 Wi-Fi routers available for internet access.

Key Features:

- ♦ Separate computers for student utilities in the library to facilitate internet access for all students, staff and faculty members. This facility enables users to access meaningful information available online and access e-resources.
- ♦ E- Governance system for use of ERPs is implemented in Administration office, Exam, Library and for Academic Processes usable by faculty as well as students.
- ♦ LCD Projectors, Printers, Scanners, CCTV, Wi-Fi, LAN and Internet facility etc. are also available for effective teaching learning process.
- ♦ E-Library tab on the website for students access to digital library with high-speed internet connection helps students and faculty to browse videos, e-journals, e-magazines, e-newspapers, etc.

IT Facilities Maintenance:

The Institute hires technicians from outside to maintain the IT facilities in the institute which includes maintenance of computers, LCD Projectors, Printer, Scanner and other peripherals. The Institute has AMC contract for all maintenance work. Regular upgradation of software and computers are done

annually.

Maintenance of IT Facilities:

We prioritize the maintenance of our IT facilities to ensure their optimal performance. We have engaged technicians from external agencies to maintain our IT infrastructure, including computers, LCD projectors, printers, scanners, and other peripherals. We have established Annual Maintenance Contract (AMC) agreements with service vendor to guarantee that all maintenance work is carried out promptly and efficiently. Moreover, we commit to an annual schedule of software updates and computer upgrades to keep our systems current and secure.

At our college, our up-to-date IT facilities and robust internet connectivity underscore our dedication to providing a technologically advanced learning environment that supports the academic and research pursuits of our students and faculty. We recognize the importance of staying at the forefront of IT advancements to meet the evolving demands of higher education in the digital age.

4.3.2

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

Response: 4.87

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 84

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response:

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

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 95.6

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
394	429	434	425	315

File Description

Document

Institutional data in the prescribed format

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

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

Response: A. All of the above

File Description

Document

Institutional data in the prescribed format

[View Document](#)

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 88.32

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career

counselling offered by the institution year wise during last five years

2023-24	2022-23	2021-22	2020-21	2019-20
407	399	368	367	304

File Description**Document**

Institutional data in the prescribed format

[View Document](#)**5.1.4**

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

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

Response: A. All of the above

5.2 Student Progression**5.2.1**

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 14.07

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
15	19	23	18	20

5.2.1.2 Number of outgoing students year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
151	154	166	118	86

File Description	Document
Institutional data in the prescribed format	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 0

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

2023-24	2022-23	2021-22	2020-21	2019-20
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document

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 last five years

Response: 0

5.3.1.1 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 wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document

5.3.2

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

Response: 8

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2023-24	2022-23	2021-22	2020-21	2019-20
8	8	8	8	8

File Description	Document
Institutional data in the prescribed format	View Document

5.4 Alumni Engagement**5.4.1**

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

Response:

The college has an Alumni Association and is in the process of registration. We have formed Whats App group to have continuous, cordial relationship and contacts with our alumni. Interaction between teachers and alumni assists for development of the college. The alumni are informed of the various activities in their alma mater. To strengthen the alumni network by bringing all graduates together to share their experiences, offer support, and provide guidance to students.

Every year, the college hosts the alumni meet. The event attracts 10-15 alumni on average. During the meeting, alumni share their memories as students, experience as alumni, bond with teachers, attachment, and express their ideas for improving the college's overall success. Alumni provide input through feedback forms on the college's infrastructure and other academic processes, as well as suggest gaps in the curriculum based on current industry demands.

Alumni contribute and assist institute for-

1. Conduction of Personality Development Programs
2. Career Counselling
3. Society Institute Interaction
4. Placement Assistance

5. Study Tour/Industry Visits
6. Project Assistance for final year students etc.

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

The institution's governance is aligned with and reflective of its vision and mission. The institution is dedicated to addressing society's educational needs, and actively supports rural youth development and women's empowerment. And needful attention is given to students from economically and socially disadvantaged backgrounds.

The top management, which includes the Governing Body, College Development Committee, Principal, and faculty, actively participates in formulating and implementing quality policies and plans. The organizational structure is based on four main components: academic, administrative, research and quality assurance. Each of these components comprises independent committees, which are reshuffled in every academic year. The faculty and non-teaching staff are the co-ordinators and members of these committees and act according to the policies and action plans.

The decisions regarding policies and plans taken during the meetings of the Governing Body and College Development Committee and are conveyed to the principal. The principal, along with the committee coordinators, prepares an action plan for the institute based on the Academic Calendar, Vision, Mission, and Co-curricular/Extra-curricular activities. The Principal, in consultation with the IQAC, monitors the proper execution of these plans and the working of these committees. Interaction with stakeholders viz. alumni, parents, employers, take place and their suggestions, feedback are taken for continuous improvement in teaching and learning process.

Effective leadership is evident in various institutional practices, such as decentralization and participative management. This culture of participative management has been the practice in the institute since its inception and the need for reorganizing the institute is well accepted by management. Amidst the COVID-19 pandemic, the institution's governance and leadership have been commendable. They made crucial and timely decisions, such as conducting online classes, organizing webinars and guest lectures and conducting online exams using various online platforms, which facilitated smooth operations during these challenging times.

The institution's decentralized organogram has facilitated the implementation of efficient governance and leadership practices. The exemplary participatory management approach adopted by the institution aligns perfectly with its vision and mission, contributing significantly to the achievement of institutional goals.

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

Our College adheres to a well-structured framework of governance that ensures the effective deployment of its institutional perspective plan while fostering efficient functioning of its various bodies. This approach ensures the alignment of the college's strategic goals with its operational practices, thus creating a conducive environment for continuous growth and improvement.

Leadership and Management Role: The college management plays a pivotal role in providing the necessary human resources, both teaching and non-teaching staff, and assumes responsibility for the overall development of the institution. This responsibility extends to the formulation of general quality guidelines that cultivate a favorable learning environment, emphasizing academic excellence.

Principal's Role and Responsibilities: As the head of the college, the Principal holds ultimate responsibility for the smooth functioning of the institution. The Principal is instrumental in guiding faculty members in crafting academic teaching plans, academic calendars, and co-curricular, extra-curricular, and cultural activities at the onset of the academic year. These plans are executed with precision under the Principal's direction. To facilitate effective governance, the Principal assembles various committees comprising faculty members, students, and non-teaching staff. Moreover, the Principal maintains proactive communication and relationships with stakeholders to foster college development.

Adherence to Affiliation Norms: Our college is affiliated with the Rashtrasant Tukadoji Maharaj Nagpur University (RTMNU). The college strictly follows the statutory norms and guidance set by RTMNU, both in academic and administrative domains. The university conducts AAA through its Local Enquiry Committee (LEC), evaluating academic and administrative processes. The positive outcome of the LEC and AAA report leads to the continuation of affiliation for subsequent academic sessions.

Transparent Appointment Procedures: The appointment procedures for teaching and non-teaching staff are meticulously carried out under the guidance of parent trust. After receiving information about vacant positions from the Principal, the management scrutinizes this information. Following necessary permissions from the affiliating university and the State Government of Maharashtra, advertisements are published in newspapers. The recruitment process adheres strictly to the regulations set by UGC and the Government. The management's reputation for job security, transparency, and supportive work environment ensures the attraction and retention of qualified faculty and staff.

Institutional Perspective Plan: The college develops a comprehensive institutional perspective plan by incorporating suggestions from faculty members, committees, and stakeholders. This plan is finalized with the Principal's guidance, focusing on infrastructure development, resource enhancement for the library and research facilities, introduction of new programs, staff training and development, and student-focused initiatives like competitive examination coaching and skill development programs.

Resource Mobilization: To ensure the effective execution of the perspective plan, the college

seeks external funding from agencies such as the UGC. These funding requests are carefully prepared to support the college's improvement initiatives and aligned with the objectives outlined in the perspective plan.

6.2.2

Institution implements e-governance in its operations

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

Response: A. All of the above

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The institute implements several welfare measures for the teaching faculty as well as its non-teaching staff like

Teaching Staff:

- ♦ Motivates and deputed teachers for pursuing higher education
- ♦ Financial assistance is provided to teachers to attend workshops, conferences, seminars, short term courses and faculty development programmes
- ♦ Encourages teachers to become members of professional bodies.
- ♦ Encourages teachers to participate in research orientated activities and to publish research papers in UGC Care and reputed Journal and in the proceedings of conferences/seminars.
- ♦ Promotes and motivates teachers to use the ICT tools in their teaching-learning process
- ♦ Grants promotion to teachers on time

Non-Teaching Staff:

- ♦ The institute organizes training programs as per the need for skill development of non-teaching staff
- ♦ They are encouraged to participate in the organization of social events organized under Community Out-reach Services
- ♦ The other welfare provisions made for both teachers and non-teaching staff are:-
- ♦ Leaves (Casual, Earned, Medical, Vacation) as per the University and Govt. of Maharashtra norms.

- ♦ Maternity leave for female staff members Group Insurance
- ♦ Festival advance for Non-Teaching staff Reimbursement of Medical Expenses Gratuity facility
- ♦ Annual increments

Performance Appraisal for Teaching Faculty:

Faculty performance is evaluated using a Performance-Based Appraisal System (PBAS) in alignment with UGC and university guidelines.

The appraisal assesses faculty performance across teaching, learning, evaluation, curricular development, extension activities, professional development, and research contributions.

Confidential Reports (CR) for Non-Teaching Staff:

Non-teaching staff performance is evaluated using Confidential Reports (CR) in accordance with the norms of the Government of Maharashtra.

The Principal assesses non-teaching staff performance and communicates the findings to the parent institution.

Management decisions on non-teaching staff promotions are based on these confidential reports.

6.3.2

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

Response: 100

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

2023-24	2022-23	2021-22	2020-21	2019-20
9	9	10	10	9

File Description

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Institutional data in the prescribed format

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6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 47.96**6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

2023-24	2022-23	2021-22	2020-21	2019-20
9	9	10	10	9

6.3.3.2 Number of non-teaching staff year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
13	13	9	8	8

File Description**Document**

Institutional data in the prescribed format

[View Document](#)**6.4 Financial Management and Resource Mobilization****6.4.1**

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:**Strategies for mobilization and optimal utilization of resources:**

Ours is a college permanent no grant basis. The Fee Regulating Authority/University has formed certain norms and regulations beyond which the Institute cannot charge anything. The major part of fees collected is utilized towards salary of Temporary Staff and other expenses.

Scholarships: The institution actively assists students in availing government and non government, ensuring that eligible students benefit from financial support for higher education.

Fee Collection: Fees are collected from students in accordance with the fee structure prescribed by the affiliating university.

The process for mobilization policy is given below:

- ♦ Institute detailed budget.
- ♦ Institutional receipts (Tuition and Development fee) are properly deposited and utilized for institute's salary and non-salary expenditure. This complete process is monitored by Accountant and Principal.
- ♦ As per the requirements of different departments, laboratories, central library, store and student support and infrastructure facilities in charge of facilities can directly write to principal for any purchase/ alteration/ new facility creation.

Mechanism of Internal and External Financial Audit:

Internal Audit:

Internal financial audit is a continuous process and accountants mainly handle it. Internal audit is carried out annually.

External Audit:

Every year a group of external auditors comprising a team of chartered accountants perform the auditing of the institute's financial records and book as per guidelines of the income tax department. For external audits, Management has appointed chartered accountant firm who takes care of external audits at the end of every financial year.

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The IQAC of the our college works towards improving and maintaining the quality of education, identifying and suggesting new ways of using teaching aids, developing suitable infrastructure, and offering suggestions for the new self-finance courses. IQAC is an effective and efficient internal coordinating and monitoring mechanism. The IQAC plays a vital role in maintaining and enhancing the quality of the institution and suggests quality enhancement measures to be adopted. The IQAC meets every quarterly to plan, direct, implement and evaluate the teaching, research, and publication activities in the College. The sub-committees dealing with various activities and departments implement the IQAC guidelines and report the feedback. The IQAC strives to spread quality culture through quality enhancement initiatives and best practices. Significant improvements in quality have been made by institutionalizing the following IQAC initiatives:

Strategic planning of key areas and assigning responsibilities -

1. Academic Results
2. Student Leadership Training
3. Student Soft Skills and Personality Development
4. Placement Assistance & Support
5. Faculty Development Programs/Administrative Development Programs
6. Research and Development Activities
7. Interaction with Industry

Monitoring and mentoring of academic and administrative activities. Academic inspections are carried out periodically to assess the quality of academics. The inspections involve:

1. Review of healthy academic practices
2. Mechanisms to identify and reform innovative academic practices
3. Review of departmental facilities
4. Facilitate implementation of innovative methods in the departments
5. Self-development of faculty members

6.5.2

Quality assurance initiatives of the institution include:

- 1. Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2. Academic and Administrative Audit (AAA) and follow-up action taken**
- 3. Collaborative quality initiatives with other institution(s)**
- 4. Participation in NIRF and other recognized rankings**
- 5. Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: A. Any 4 or more of the above

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Admission process is carried out with utmost transparency, offering equal opportunity for students. The college constituted the following committees to provide a conducive environment:

- ♦ Grievance Redressal Cell
- ♦ Anti-Ragging Committee
- ♦ Internal Complaint Cell
- ♦ Employment and Career Counselling Cell

Various measures have been taken for promotion of gender equity and sensitization.

Curricular : The College offers various courses on gender equity which include topics like, Contemporary Issues of women in India, Women and Society in India, Women Psychology, Human Rights, Population growth and sex ratio, Indian Women Writers, Representation of Gender and Sexuality in Literature, Gender Budget and gender employment measures. Through these topics, the students become morally and socially aware about the importance of gender-neutral society.

Co-curricular : The College promotes gender sensitization through co-curricular activities like workshops, conferences, seminars, guest lectures, street plays, slogan competitions, wallpaper publications, poster exhibitions and counselling etc. Outreach programs for gender equity like Beti Bachao-Beti Padhao Rally and Good Touch- Bad Touch for nearby school girls, Mehndi, Rangoli, Recipe Making, flower Decoration Competitions and Fashion Show.

Facilities for Women on campus

- ♦ The College provides safe and secure environment with CCTV surveillance throughout the campus.
- ♦ Security staff and Discipline Maintenance Committee enable safety for girl students.
- ♦ Identity cards and Uniforms are made compulsory in the college premises.
- ♦ Common room facility is available for girls.
- ♦ College has Counselling centre and mentoring system for students to take care of academic, emotional, social and cognitive development.
- ♦ Well-equipped sports facilities, gymnasium and yoga centre are available on campus.

- ♦ Emergency Helpline Numbers are displayed.
- ♦ Activities conducted for safety and security on campus
- ♦ Students' Discipline Committee conducts workshops and mock drills on safety during emergency situation on campus in association with Fire and Emergency services, Police and Health Department.
- ♦ Awareness programs on Human rights, Rights of women in domestic problems.
- ♦ Cyber security awareness programs are conducted.

7.1.2

The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

Response: B. 3 of the above

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. Green audit / Environment audit
2. Energy audit
3. Clean and green campus initiatives
4. Beyond the campus environmental promotion activities

Response: A. All of the above

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The Institute offers education to all students, regardless of their cultural background, region, community,

socio-economic status, or gender. we are having faculty and staff members from diverse cultures, regions, and communities. The institute ensures that all students, irrespective of their cultural and regional backgrounds, are given an equal platform to participate in various activities, including sports, cultural events, and extension activities. Everyone comes together and participates as one cohesive community in all the Institute's endeavors.

The institute arranges numerous in campus activities of instilling values reflecting responsible citizenship, as reflected in the Constitution of India. Some of the annual events celebrated include:

- ♦ Every year, on the occasion of Independence Day and Republic Day, the Institute hosts a program filled with speeches on national significance, patriotic songs, and vibrant dances, fostering a strong sense of patriotism among attendees.
- ♦ The Institute regularly conducts various Pledge taking activities, in accordance with Government directives, to instill a sense of commitment and responsibility among the students and staff. Integrity Pledge Day is observed on 31st October, coinciding with the birthday of Sardar Vallabhbhai Patel, symbolizing Unity Day, and the Institute actively participates in this event. The Institute organizes the Swachh Bharat Campaign on Gandhi Jayanti, creating awareness about cleanliness in the surrounding neighborhood.
- ♦ Inculcating human values and professional ethics is a regular practice at the Institute through programs organized by the extension activity cell.
- ♦ During the Road Safety Week, the Institute conducts Road Safety Awareness Programs, including rallies, to educate the society about the importance of wearing helmets.
- ♦ During elections, holidays are granted to students and staff to cast their votes, and awareness about voting is also spread in the neighborhood.
- ♦ On Swami Vivekananda's birth anniversary, Youth Day is celebrated at the college to inspire and empower the youth.
- ♦ The college celebrates Marathi and Hindi Bhasha Day annually, promoting the rich linguistic and cultural heritage of these languages.

7.2 Best Practices

7.2.1

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

Response:

Best Practice – I

Title of the Practice: Outreach Activities for Social Development

Objective of the Practice:

- ♦ To promote extension activities in the neighborhood community for social development.
- ♦ To develop among students a sense of responsibility towards society.

Context:

To provide the opportunities to inculcate the qualities among the students to understand social consciousness and problems of community.

The Practice:

The college conducts various activities related to environmental protection, cleanliness drive, tree plantation, education awareness, health awareness, personal hygiene, literacy, gender equality, self-defense, women empowerment, etc. Institute has NSS wing to imbibe the motto of "Not me but You".

Evidence of Success:

It is observed by performing various activities in the neighbourhood society, the Institute has received appreciation from renowned government and non-government agencies in terms of appreciation letters. It is worthwhile to mention that, local media also covered many of the activities mentioned under this practice.

Best Practice – II**Title of the Practice: Soft Skill Development for Skill INDIA****Objective of the Practice:**

- ♦ To give each student a realistic perspective of work and work expectations.
- ♦ To develop communication skills and presentation skills
- ♦ To inculcate the work culture, team spirit, sense of commitment and responsibility To help formulate problem solving skills.
- ♦ To guide students in making appropriate and responsible decisions.

Context:

Skills and knowledge are the driving forces of economic growth and social development of a country. In rapidly growing economies like India with a vast and ever-increasing population, there is a severe shortage of highly-trained, quality skilled resources, while on the other; large sections of the population possess little or no job skills. Education should always be purposeful, growth oriented and productive. Along with academic qualifications the educational institutes are required to produce dynamic and enterprising youngsters capable of facing the changing times and taking on the toughest technical challenges.

Practice:

Soft skills development programme is an activity for 360° development of the students, creating necessary skills for enhancing employability as well as entrepreneurial abilities of students. The activity covers lectures, work-shops and demonstrations by experts. Therefore, the experts from various fields are invited to share their experiences, ideas and skill development techniques. This motivates students for their overall development. To provide education and skill based training of consistently high standards in the realm of higher education through innovative and versatile programmes that will offer the most viable solution to the current and emerging needs of the students seeking opportunities for professional

development in the crucial sectors of employment and entrepreneurship.

- ♦ Health and Physical Fitness Goal Setting
- ♦ Time and Stress Management Communication Skills
- ♦ Listening and Speaking Interview Skills Creating Effective Resume

- ♦ Innovation and Creativity

- ♦ Self-Awareness and SWOT Analysis

- ♦ Basic Computer Skills

- ♦ Introduction to Internet and Digital resources for education

Evidence of Success:

The Soft Skills Development programmes have contributed significantly in developing the overall personality of the students. The student who underwent training in Soft skills has benefitted a lot from these training programmes. They got confidence to express themselves confidently. These students have shown leadership qualities by participating and conducting co-curricular and extension activities on the campus and outside the campus as well. These students also help the faculty in conducting workshops, seminars and other capacity building activities in the college. Several students participate in Various Innovative academic, cultural and sports activities as a result of the activities under soft skill development programme.

7.3 Institutional Distinctiveness

7.3.1

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

Response:

A Commitment to Holistic Development:

The institution's commitment to holistic development is unwavering. It aims to nurture every aspect of a student's personality, ensuring they are well-rounded individuals capable of excelling in various dimensions of life.

Indutai Memorial College distinctive performance lies in its unwavering commitment to providing holistic education that combines futuristic learning skills, value-based teaching, and an environment conducive to personal and professional growth. The institution's focus on professionalism, value-based education, and a strong infrastructure sets it apart, making it a beacon of excellence in the field of

education.

our college continually strives to empower students to become responsible, ethical, and competent individuals who can contribute positively to society and face the challenges of the modern world with confidence and integrity.

Experiential Learning Opportunities: To broaden students' horizons and expose them to real-world scenarios, our college organizes guest lectures and industrial tours throughout the year. These initiatives provide students with valuable insights into recent developments and innovations in various fields. Additionally, the institution conducts annual cultural and sports events, providing a platform for students to showcase their concealed talents.

Value-Based Education: The college's core philosophy centers on creating virtuous, meritorious individuals who are not only academically proficient but also possess strong values and ethics. The institution strives to instill a sense of self-discipline, accountability, and respect for democratic and moral values in its students. This approach sets the foundation for the development of professional, creative, and humane individuals who are prepared to serve humanity.

5. CONCLUSION

Additional Information :

Indutai Memorial College of Physical Education is a pioneering institution and has evolved over time with the tremendous efforts and leadership of the management, principal, faculty, staff and students. With the aim of developing innovative strategies in legal education, Our college is committed to providing a world class learning experience. The college is incorporating new techniques to facilitate the students to enhance their professional skills and strengthen their aptitude to face new challenges. The ICT tools and smart classrooms have made the teaching and learning process more dynamic and interactive.

The special lectures series regularly organized by colleges provide a congenial environment for academic progress. Apart from academic activities, the institution plays a major role in conducting various programmes to create awareness amongst its stakeholders to take up social responsibility.

Concluding Remarks :

As an important step towards fulfilling the mission and vision, Indutai Memorial College is submitting the Self Study Report to the National Assessment and Accreditation Council (NAAC) towards enhancing the Quality in Academic and Administration of the Institution. The institution has maintained high standards in the process of teaching learning and evaluation. To ensure the efficacy of this process, the college functions in a variety of ways.

The college ensures that the students are admitted in a transparent manner following all statutory regulations. Further, the institution has achieved diversity in enrolment of students in terms of all classes of society and geographical locations. The college aims to provide the students with holistic education with a proper blend of formal, informal and practical training to augment their learning ability. The college provides all the required facilities for sports and recreation to ensure overall development of all students.

This self study report (SSR) is prepared as a first step towards obtaining accreditation from the National Assessment and Accreditation Council (NAAC), covering all the aspects of different criteria based on the inputs, which lays a significant importance in the enhancement of quality in academics and administration of the institution. Indutai Memorial College has been consistently involved in developing innovative strategies to meet legal education and its future challenges from a social perspective.

Accreditation by NAAC helps in developing innovative educational programme and boost morality. All our academic endeavours in the previous years, drive us towards to reach the goals and become conscious to achieve college vision and mission.