

Yearly Status Report - 2018-2019

Part A		
Data of the Institution		
1. Name of the Institution	R. S. BIDKAR ARTS, COMMERCE AND SCIENCE COLLEGE	
Name of the head of the Institution	Dr. B.G.Ambatkar	
Designation	Principal	
Does the Institution function from own campus	Yes	
Phone no/Alternate Phone no.	07153244083	
Mobile no.	9420062586	
Registered Email	naaciqacrsbch@gmail.com	
Alternate Email	bhaskarambatkar@gmail.com	
Address	Opp.Bus Stop Main Road,Bidkar Ward,Hinganghat Dist. Wardha Maharashtra State 442301	
City/Town	Hinganghat	
State/UT	Maharashtra	

Pincode	442301	
2. Institutional Status		
Affiliated / Constituent	Affiliated	
Type of Institution	Co-education	
Location	Semi-urban	
Financial Status	Self financed and grant-in-aid	
Name of the IQAC co-ordinator/Director	Dr. V. T. Zade	
Phone no/Alternate Phone no.	07153244083	
Mobile no.	9922784421	
Registered Email	naaciqacrsbch@gmail.com	
Alternate Email	bmrajurkar@gmail.com	
3. Website Address		
Web-link of the AQAR: (Previous Academic Year)	http://www.rsbidkarcollege.ac.in/default.aspx	
4. Whether Academic Calendar prepared during the year	Yes	
if yes,whether it is uploaded in the institutional website: Weblink:	<pre>http://www.rsbidkarcollege.ac.in/defaul t.aspx</pre>	
5. Accrediation Details		

CGPA

68.00

2.46

Grade

C++

В

Cycle

1

2

6. Date of Establishment of IQAC

7. Internal Quality Assurance System

Year of

Accrediation

2004

2016

01-Mar-2005

Validity

Period To

15-Mar-2009

04-Nov-2020

Period From

16-Mar-2004

05-Nov-2016

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
To collect feedback from stakeholders in Google format	25-Apr-2019 1	700
<u>View File</u>		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Departmen t/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	UGC	UGC	2018 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	<u>View File</u>
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<u>View File</u>
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

Feedback on curriculum and teachers performance has been collected from stakeholders in Google format and analyzed. Action taken report submitted before CDC The institution encouraged the teaching faculties to publish at least two research papers in reputed journal and attend conference/seminar. The faculties published 38 research papers, 05 books and attended 10 International , 40 National and 11 state conferences /seminars and 16 paper presented Laboratory skill training was organized for Laboratory assistants and attendants on 10 August 2018 IQAC encouraged the students to participate in state level Seminars.03 Students of BSc participated in State Level Seminar at J.B.Science college Wardha in 2019 and won prizes. 03 Students participated in Power Point Presentation Genisius State Level Seminar at Taywade college Koradion 23 Feb2019 and won first and Third Prizes. 02 Students participated in VUPTA Seminar at SFS

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

Plan of Action	Achivements/Outcomes
To collect feedback from students, teachers, alumni and parents in Google format	Feedback on curriculum and teachers performance has been collected from stakeholders manually as well as in Google format and analyzed. Action taken report submitted before CDC
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	09-Apr-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	The College operates Management Information System for the soft execution of the administration and circulates information to different stakeholders. The information provided below is the modules on which the College operates its MIS Base Module: 1. Application Entries 2. Admissions Processing / Rejections 3. Students' Profile 4. Students' Reports Alphabetically ordered (With statistics) 5. Students' Reports Gender wise (With statistics) 6. Students' Reports Category wise (With statistics) 7. Class wise Reports Human Resource and Module: 1. Human Resource Profile 2. Department, Designation 3. Fully fledged Salary Management System

Accounts: 1. Payments 2. Income expenditure Module 3. Fee Collection Profile 4. Duplicate receipts 5. Adjustments / Reconciliations 6. Daily Reports on Income 7. Monthly Reports of Income 8. Yearly Reports of Income 9. Income The College has a fully functional Management Information system with the following module: Online admission, Library, Office Administration, Fee Collection, Online Registration, Messaging module. As the office administration and Library modules in the existing software are running on a cloud version based software it facilitates a formation of MIS system which ensure effective data analysis and data presentation in graphical report format.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 - Curriculum Planning and Implementation

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

R.S.Bidkar Arts, Commerce & Science college Hinganghat affiliated to RTM Nagpur University follow the curriculum as per the Ordinance and guidelines given by the university. Curricular aspects of the courses taught at college are governed by the university. The college has three faculties i.e. Arts, Commerce, Science and offers 3 UG and 9 PG programs affiliated to the parent university. The college follows semester as well as CBCS pattern for both UG and PG level courses as per the guidelines of university. A flexibility of choosing subjects is provided to students. In 2018-19, our 01 faculty member contributed in curriculum design and restructure of university syllabus provide the right impetus and direction for enriching the curricular aspects of our institution. Apart from this, many of faculties attended curriculum related workshops/seminars, refresher/orientation courses which helped them to get updated themselves with new areas and trends of curriculum. Along with the broad vision and goals of college are kept in mind for the effective implementation of the curriculum. The vision and mission of the college are collaborated with the objectives of the society and reflects the commitment of the Institution towards holistic development of the students and inculcating the social and human values in them through academic, co-curricular and socially meaningful activities. The college's vision, mission and objectives are communicated to all stakeholders through college website (www.rsbidkarcollege.ac.in) and prospectus. Various committees for effective implementation: The college level committees prepare guidelines and frameworks to suit the requirements of all the various courses at the departmental level. The Staff Council provides inputs and directions regarding the workload, teaching plan and time table which are monitor the effectiveness of the same throughout the session on a regular basis. For the newly introduced Credit Based Choice System (CBCS) course, the Admission committee and Time Table committee to be offered. Based on the university academic calendar, the college prepares the academic calendar at the beginning of session. The departments allocate subjects to teachers and prepare workload. Planning, Teaching and

Evaluation: The teaching, learning and evaluation schedules are strictly as per the Academic Calendar notified by the RTM Nagpur University. The college has well qualified, dedicated and experienced faculty. Head of Department hold meetings at the beginning of the session as well as at the end of session to discuss and plan in advance the execution of courses in the subsequent semester. Various course delivery methods are followed by the faculty such as, chalk and blackboard method, lectures, seminar, group discussion, class presentations, tutorials, practical and e-learning. The college adopts numerous policies for bridging the knowledge gap of the enrolled 'weak' students to enable them to cope with the programme of their choices as well as promote, reward and facilitate 'advanced' learners. This includes scholarships, mentorship, tutorials and remedial coaching classes. The entire approach is student centric. The college has a practice of inviting external experts for various projects, practical with the view to ensure quality of education, and objectivity in the teaching-learning processes.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Value Added Programs	NA	01/06/2018	10	Yes	Yes

1.2 - Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NA	01/06/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	NA	01/06/2018

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

	Certificate	Diploma Course
Number of Students	2109	Nil

1.3 - Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Value Added Programs	01/06/2018	2109
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1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	NA	1039
BCom	NA	313

BSc	NA	521	
MA	NA	203	
MCom	NA	32	
MSc	NA	14	
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1.4 - Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Feedback Obtained The Feedback Committee obtains feedback every year from the stakeholders. In order to ensure constant growth of the institution and progress of the students we have put an effective feedback mechanism in place that collects, analyses and implements suggestions from the students to make academic, infrastructural and policy improvements in the college. The feedback is collected from the students in manually or online mode in Google format. It is solicited in academic and nonacademic areas. This feedback is analyzed to develop the roadmap for the academic year ahead and align the interests of various stakeholders with the institutional interests. The analysis of such feedback is done on an institutional level and in case of any grievance the appropriate department initiates an enquiry and proposes suitable action to be taken by the Principal. Questions based on various aspects of Parents are framed like: Percentage of Parents with opinion of Very good teaching faculties, Infrastructure related facilities, Learning facilities and opportunities in college (Library, Laboratory, Gymnasium, Computer lab etc. Parents with opinion to response to the (skill Oriented Course) in college, Parents with opinion to respond general administration of the college, opinion about NCC, NSS, Life-Ling Learning Extension, Sport faculties. Ward participation in Extra Curricular activities like Inter Intra cultural Programme Competition, Parents with Very good, Strict Discipline of the college, Parents with suggestion about Social commitment and role of college in National Development. Questions based on various aspect of Alumni's are framed like: Percentage of the Alumni remember college days, visited the campus recently, finds good changes in the instruction, rate the teaching and learning process at the institution, rate the cooperation and support from the administrative staff during the recent visit, rate the cooperation and support from the teachers during the recent visit, rates their experience at academic activities and cultural activities, with suggestions regarding improvements in academic, administrative and infrastructural development of the college Questions based on various aspects of Teachers are framed like: Teachers satisfied with the syllabus prescribed by the affiliated university, contribution of teacher to IQAC, Administration and development of the college etc. After collecting data, tabulating and analyzing it, tables are prepared. Numerical are plotted in pie diagram and inference drawn from it. After discussion in the IQAC meeting following actions were taken on the feedback given by concerned respondents as mentioned below: To add career oriented

courses •To invite good academician to guide •To set up complaint box in the college varanda •To organize Mega Event like ZotingPatilPunyasamaran programme To organize workshop on self employment

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 - Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	NA	620	620	620
		<u>View File</u>		

2.2 - Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	institution	Number of teachers teaching both UG and PG courses
2018	1873	236	38	Nill	38

2.3 - Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e- Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used	
38	25	10	3	1	4	
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	No file uploaded.					

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

Teachers are natural mentors of their students. To formalize the same, and as directed by University rules, R.S.Bidkar College has a proper student mentoring system in place. In the beginning of each session, after the admission process is over, each teacher appointed as class teacher or mentor to each class. Then each of them will be mentor to 55 approximately according to the strength of teachers and students in the class. The class teacher conducts a meeting with their mentees to discuss their problems and issues. These issues can be related to college infrastructure, academic, non-academic or personal as well. He/she tries his/her level best to find solutions to any such issues arising in student's life and informs the college administration about the matter if need be. The system requires that special mentors are assigned to students who are staying away from their homes and live on their own as paying guests in the city. Being away from protection of home and parents can be really challenging for young students and thus they need special care and attention. A separate class teacher's list is prepared for such UG PG students and their problems are discussed in their regular meetings. It has been observed that students approach their class teachers/mentors to discuss about problems arising in their homes, friends / classmates, or something related to college infrastructure and facilities. They freely share their problems either orally their class teachers/mentors, who in turn listen to them patiently and solve their issues as much as possible. Although students are free to approach their class teachers/mentors anytime if any issue is disturbing his/her routine, still, the system of mentor - mentee builds an extra confidence and sense of security among students. This whole system leads to a better connection between students and teachers and helps build a friendly and cordial relation between them. Students get a sense of protection because they know that they have someone to go to in case of any eventuality. Apart from this, faculty in charge as counselor is appointed by the college. Students are free to meet them time to time and discuss their problems.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2109	38	Nill

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
53	38	15	Nill	24

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies		
2018	Dr.B.M.Rajurkar	Assistant Professor	Member of Board of Studies and Board of Examination		
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2.5 - Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester- end/ year- end examination	
BA	NA	I	17/11/2018	16/02/2019	
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2.5.2 - Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

R.S.Bidkar college is constituent colleges of University of RTM Nagpur and is guided by the regulations formulated at university level regarding syllabi, examination and evaluation. Thus, internal assessment scheme is as per university rules. Examination and Evaluation Committee along with IQAC monitors all the affairs related to examination and evaluation. The committee provides examination schedule of the institution. The departments prepare their Departmental Academic Calendar including unit test schedule. The department uses different methods to assess the students, their punctuality, regularity, performance in unit tests, term exams, assignment submission, viva-voce, project work, presentations, etc. These activities are carried out during the academic session. • The teaching faculty conduct unit test, model test, surprise tests, seminars, group discussions etc. whichever is possible in the respective subjects, as a part of continuous internal evaluation of the students. • Some of the departments organize seminars and power point presentations of the students. At the end of each semester Examination committee carried out Model Examination, the papers are evaluated and the result is communicated to the respective students. The internal assessment helps the teachers to recognize learning abilities of the students. Personal attention is given through the Mentor-Mentee Programme to solve their academic, emotional and social problems.

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

Academic calendar is prepared and all the activities are scheduled accordingly.

Some minor changes sometimes occur due to some administrative constraints.

Examination finds a suitable place in the academic calendar wherein both College Internal Examination as well as University Exams is accommodated.

College Unit tests and Prelim's exams are conducted as per the time span mentioned in the academic calendar. The Academic calendar of University of RTM Nagpur is available on college website www.rsbidkarcollege.ac.inand academic calendar of college is also available on the same site.

2.6 - Student Performance and Learning Outcomes

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

http://www.rsbidkarcollege.ac.in/default.aspx

2.6.2 - Pass percentage of students

Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
NA	BA	English Compulsary	135	108	80

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2.7 - Student Satisfaction Survey

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

http://www.rsbidkarcollege.ac.in/default.aspx

CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

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

Title of workshop/seminar	Name of the Dept.	Date
Workshop on IPR for Agriculture	Institute	13/11/2018

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
State Level Seminar	Ku.SakshiBaid (Physics), Ku	J.B.Science College Wardha	01/02/2019	Students

ShrutiSinghavi Competition Scintillation (Computer -2019 Science) View File 3.2.3 - No. of Incubation centre created, start-ups incubated on campus during the year Incubation Sponsered By Name of the Nature of Start-Date of Name Center Commencement Start-up up NA NA NA 01/06/2018 NA NA No file uploaded. 3.3 - Research Publications and Awards 3.3.1 – Incentive to the teachers who receive recognition/awards **National** International State 0 0 0 3.3.2 - Ph. Ds awarded during the year (applicable for PG College, Research Center) Name of the Department Number of PhD's Awarded Institute Nill 3.3.3 - Research Publications in the Journals notified on UGC website during the year Number of Publication Average Impact Factor (if Department Type any) 5 National Institute 12 International 22 7 Institute No file uploaded. 3.3.4 - Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year **Number of Publication** Department Institute No file uploaded. 3.3.5 - Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index Title of the Name of Title of journal Year of Citation Index Institutional Number of Author publication affiliation as citations Paper mentioned in excluding self the publication citation 2018 0 Nill NA NA NA NA No file uploaded. 3.3.6 - h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science) Title of the Name of Title of journal Year of h-index Number of Institutional Paper Author publication citations affiliation as excluding self mentioned in citation the publication NA NA 2018 Nill Nill NA NA

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

Number of Faculty	International	National	State	Local
Attended/Semi nars/Workshops	10	41	18	Nill
Presented papers	5	10	1	Nill
Resource persons	1	4	Nill	2

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3.4 - Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Extension and Societal Activities	NSS,NCC and Extension Activity Cell	28	2109
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited	
Extension and Societal Activities	Appreciation Letters	GOs and NGOs	2137	
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NSS,NCC and Extension Activity Cell	Extension and Societal Activities	Extension and Societal Activities	38	2109
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3.5 - Collaborations

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

Nature of activity	Participant	Source of financial support	Duration	
research, faculty exchange, student exchange	2137	Institute	10	
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage Title of the Name of the Duration From Duration To Participant
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	linkage	partnering institution/ industry /research lab with contact details			
internship, on-the- job training, project work, sharing of research facilities	MOU	GOs, NGOs and Industries	01/06/2018	31/05/2019	2137
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs	
GOs and NGOs	01/06/2018	research, faculty exchange, student exchange	2137	
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
15	10.98

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added	
Others	Newly Added	
Classrooms with Wi-Fi OR LAN	Newly Added	
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Libman	Fully	3.2	2010

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	40429	3769623	145	46255	40574	3815878
Journals	358	7392	248	5084	606	12476

Others(s pecify)	13	9704	14	9704	27	19408	
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e- content		
NA NA		NA 01/06/2018			
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4.3 - IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Туре	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwidt h (MBPS/ GBPS)	Others
Existin g	70	3	3	1	1	1	18	100	0
Added	0	0	0	0	0	0	0	0	0
Total	70	3	3	1	1	1	18	100	0

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

100 MBPS/ GBPS

4.3.3 - Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	
	http://www.rsbidkarcollege.ac.in/defaul
	<u>t.aspx</u>

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
2	0.93	1	0.68

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

The College ensures the optimal allocation and utilization of the funds for maintenance of infrastructure and purchase of new equipment. The proposal for the same is submitted to the College. The Planning Purchase Committee of the College reviews the proposal, which is further approved by the Principal. The quotations are invited and the equipment is purchased from the vendor with the lowest quote (as per Govt. of India). The record of the equipment is maintained in the stock register. At the end of the financial year, the College carries out an Internal Financial Audit. The various functions of the College are

carried out by the committees constituted by the Staff Council. The garden is maintained by Garden committee, and the up keeping of library is done by the staff of library and library committee. The security of the College is maintained by the security guards. A number of CCTV cameras have been installed to monitor the infrastructure. Physical verification of the laboratory equipment is done every year to ensure the maintenance of laboratories. The Computer Desktops, Generator, Water Tanks, Motors and R.O System are maintained by different agency like Sky Agency proprietor Satish Kukade and others. Fire extinguishers are installed and are checked every year.

http://www.rsbidkarcollege.ac.in/default.aspx

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees		
Financial Support from institution	NA	0	0		
Financial Support from Other Sources					
a) National	Government of India	1371	3129930		
b)International	0	Nill	0		
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved	
Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring	01/06/2018	2109	Inhouse and Outside Experts	
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	Guidance for competitive examinations and career counselling	519	519	9	77

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus			
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed	
GOs and NGOs	519	77	Nill	Nill	Nill	
	No file uploaded.					

5.2.2 - Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to		
2018	105	BA	Arts	PG Institutes	MA		
2018	12	B.Com	Commerce	PG Institutes	M.Com		
2018	36	B.Sc	Science	PG Institutes	M.Sc		

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

Items	Number of students selected/ qualifying			
Any Other	9			
No file uploaded.				

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

Activity	Level	Number of Participants				
Sports and Cultural	College Level	2109				
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Color Holder	National	5	Nill	NA	NA

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

R.S.Bidkar Arts, Commerce Science college has a student council as per the directions of the Director, student welfare, RashtrasantTukadojiMaharaj, Nagpur University, Nagpur. Every year Vice-chancellor of the University in exercise of his powers under section 12(8) of Maharashtra public University Act (VI of 2017) fixes the dates for constitution of student's council for each affiliated college. Students from B.A. B.Sc., B. Com., M. A., M.Sc and M.Com. are elected unanimously. Also one studentrepresentative from NSS Unit, NCC unit, cultural and sports are elected. The election of its Secretary on behalf of the Management council of the University is undertaken annually. Objectives of Active Student Council: To bridge across the students, teachers, principal and non-teaching staff members. To stimulate the functioning of various committees. To participate as institution ambassadors at intra and inter university level. To sensitize and harness the power of vibrant and energetic youth as responsible future citizens of India. To act as catalyst for the noble cause of nation building by working together. To inculcate brotherhood. Students of the institution play important role in various committees such asCollege Development Committee, IQAC, College cultural Committee, Students Development Cell, Student redressal and Anti-ragging committee. A team of students initiate and work as volunteers to promote various curricular, co-curricular and extracurricular activities in the college. But in the session 2018-19 Student Council elections were not held. No instructions were received from RTM Nagpur University, Nagpur in this concern.

5.4 - Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Yes

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The college believes in decentralized governance and Participative management. Teaching and non-teaching staff members share the administrative responsibility of the college and contribute in smooth working of administrative machinery. Operational autonomy is given to following units of the college. • Governing body • Staff council • Committees constituted by staff council • Departments under their respective teacher's in-charge (TIC). The following administrative roles and responsibilities are vested with the members of the teaching staff: • Vice Principal: Shares the responsibility of the Principal, as per rules of the University, and is the acting authority in her absence. • Representatives in

Governing Body: Three teachers, one female teacher representative and one representative of the nonteaching staff of the college are members of the CDC. They involve in every decision of the body. • IQAC: Constituted as per NAAC guidelines, it includes representatives of parents, teaching, non teaching staff and society . • Bursar: Appointed by Principal on approval of the Governing body. He supervises the various financial matters related to college and property accounts and their audit. He is also responsible for proper utilization and disbursements of funds in the college. • Deputy Superintendent of Examinations: Appointed by the staff council, they are responsible for smooth conduct and supervision of semester end final examinations in the college. • Faculty in-charge: The institution appoints faculty wise in-charge on basis of seniority. They handle affairs of the departments along with members. • Public Information Officer: Handles and responds to all RTI on behalf of the college. • Nodal Officer: Responsible for collaborating with government agencies and civil authorities on behalf of the college. He/she acts as a Public relations Officer of the college. • Staff Council Committees: Committees play a significant role in smooth functioning of the college. These are led and managed by Committee Conveners, appointed in the Staff Council for a year. Committees like Purchase, Timetable, Development, Library etc. take important academic and co-curricular decisions. At end of session, all committees present their report for the year and discuss future course of action in Staff Council. • Building Committee: Teachers participate in decision making along with GB members. • Provident fund committee: Manages the employees' provident fund. Members of this committee include the bursar, one representative each of teaching and nonteaching staff, Principal, Chairman and Treasurer of Governing Body. • Teachers are actively involved in decision making in purchases for upcoming new block of the College building. • Students also participate in management of college through their roles as Class Representatives, office bearers of societies and committees. A duly elected Students' Union work towards best interest of students and College.

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

Yes

6.2 - Strategy Development and Deployment

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

Strategy Type	Details		
Curriculum Development	College follows the syllabi designed by the University of RTM Nagpur. Faculty members are part of the Board of Studies/Committee of Courses, University Departmental Committees for Curricular Planning and Syllabi design etc and are involved in framing guidelines for their respective courses and maintaining of standards of instruction, curriculum and examination. Dr.B.M.Rajurkar Department of Botany is members of Board of Study in University for curriculum decisions.		
Teaching and Learning	Teaching plans are prepared for semester patterns. They are verified and confirmed at different stages in accordance with syllabus and scheme of examination given by University of Nagpur / UGC. The teaching - learning		

	process is facilitated through
	qualified, trained and experienced teaching faculty. Apart from class-room teaching, students are encouraged to use library and internet facilities along with self-study and self evaluation. The teachers maintain details of lectures delivered, practical's conducted and other such student oriented academic activities performed. The teaching plan drawn up well in advance during the commencement of the academic year is strictly monitored evaluated, reviewed by the Heads of Department. Each teacher who is a mentor for 55 students, analyses the problem areas of the allotted students through mentor- mentee feedback. Results of college exams and tests, submissions of home assignments and projects and the success of students in University Exam is also discussed and analyzed during college meets at regular intervals. The concerned faculty then plans for improvements which are monitored on a regular basis for their effective
	implementation.
Examination and Evaluation	The rules and regulations concerning the evaluation process, distribution of marks of internal assessment are displayed on the notice board. The departments hold regular meetings to ensure that the teachers take regular class tests, assignment, presentations etc. Each department ensures timely uploading of marks of assignments on university website.
Research and Development	The college has a College Research Cell (CRC) This cell provides guidance to faculty about seminar, conference, workshops and about research journals and funding agencies promotes interdisciplinary research and monitors progress of ongoing projects. • 10teachers have been appointed as research supervisors by RTM Nagpur University.
Library, ICT and Physical Infrastructure / Instrumentation	The college has central Library 40574 books 2 computers and one printer for users, 248journal/magazinefacility,14 newspapers and maps Atlas 10. The closing time of the library 9:30 a.m. to 6:00 p.m. MIS software for all administrative functions.
Human Resource Management	Self- appraisals are regularly filled

and used positively. Personal files are well maintained. The college has computerized account keeping and administrative system. Pay slips and PF statements of employees are transmitted electronically. The superannuation benefits are provided promptly. Biometric attendance system ensures regularity and fair assessment. All leave rules as per the University of RTM Nagpur University statutes. Industry Interaction / Collaboration Placement Committee of College provides students with exposure to resume writing, soft skill training and employment opportunities. • Companies are invited to conduct interviews, offer internships and hold talks and discussions. Admission of Students The admission process is highly transparent. Rules and regulations of the University are strictly adhered to. Admissions are purely based on first come first serve for B.A B.Com and for B.Sc merit based. For PG Candidates are required to fill the university centralized form. The cutoffs of various courses are displayed on the college and University websites. Each application is processed and verified. The college strictly follows the reservation policies of Government of India for admissions. The college has a fully computerized admission management system.

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

E-governace area	Details
Planning and Development	Yes
Administration	Yes
Finance and Accounts	Yes
Student Admission and Support	Yes
Examination	Yes

6.3 - Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	38	conference/ workshop attended	NA	19000

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

	Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
	2018	skill training for	Laboratory skill training for Laboratory assistants and attendants	10/08/2018	10/08/2018	31	10
	2018	FDP for Teaching	NA	27/08/2018	27/08/2018	35	Nill
	2019	NA	ADP for Non- Teaching	18/02/2019	18/02/2019	Nill	10
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration	
Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes	19	01/06/2018	31/05/2019	21	
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teac	hing	Non-teaching		
Permanent Full Time		Permanent	Full Time	
Nill	Nill	Nill	Nill	

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students	
The college conducts awareness seminars on socially relevant issues like AIDS, drugs etc.	. The college conducts awareness seminars on socially relevant issues like AIDS, drugs etc.	The college provides WiFi to the students so that they are able to incorporate the use of	

Medical Reimbursements: As per the guidelines of the university and UGC, medical reimbursements are given to employees. Group Insurance Scheme: GIS is available to all members. Academic Facilities: Wi Fi facility and e resources are available for the employees. Leaves: Leave rules of the University are adhered to and employees are granted leave as per their entitlement. Co-operative credit society: A cooperative credit society managed by the staff is successfully running in the college.

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technology while learning. Timely distribution of these is ensured. The college organized from time to time like Remedial classes, career counselling, and spoken English classes. The college has a fee concession committee that recommends and ensures timely implementation of fee concession scheme to the deserving candidates The Committee extended help to students from economically weaker as per the guidelines of the university and UGC. The committee recommends students for relevant Government Schemes, scholarships. The teachers of the college also extend financial help to students in need of assistance. Teachers came forward to pay the fees of many students in part or in full. The college assists the students in getting bus travel concession passes and fee concession. Ku ShushmaBadkhal B.A.I benefited as application received on 04/05/2019 Equal Opportunity Cell for differently abled students makes every possible effort to make the campus friendly for persons with disability and ensures that every required infrastructural facility is provided. The faculty in charge is available for students in the college for their personal and academic related problems Hockey Kits and NCC uniforms are provided to Players and NSS volunteers participating in competitions and events at various institutes and

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	0.7	70	_

6.4 - Financial Management and Resource Mobilization

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

College IQAC constitutes committees for smooth functioning of academic, administrative, and financial activities. The external financial audit is conducted in accordance with auditing standards accepted in India The last audit was done for the financial year 2017-18 by the university nominated auditor and auditor of Maharashtra Government. It was an audit of Balance Sheet General Fund, Income and Expenditure and Receipt amp payment Account.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose		
NA	0	0		
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6.4.3 - Total corpus fund generated

0

6.5 - Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No Agency		Yes/No	Authority
Academic	Yes Other Institute		Yes	IQAC
Administrative	Yes	Other Institute	Yes	IQAC

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

The College does not have a formal Parent-Teacher Association. However, the college ensures a healthy interaction with the parents. 1. At the onset of the academic year, parents of first year students attend parent meet for an interactive dialogue with students and parents. 2.. Parent participates and gives her/his suggestions in the meet. 3. Parents give suggestions and feedbacks in the Annual parent Teacher Meeting organized by the College.

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

The college organized "One day Workshop on Laboratory skill training for Laboratory assistants and attendants on 10/08/2018. The non-teachingstaffs are encouraged to attend workshops conducted by competent authority outside the College. 15 members of Laboratory assistants and attendants attended such program. The College successfully ran certificate course in Tax Consultancy. The course is open to the staff and students, classes of which are held in the morning 7am to 9 am before the regular College timings.

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

Introduction of online admission system Fully functional MIS system in the college The college organized "One day Workshop on Laboratory skill training for Laboratory assistants and attendants on 10/08/2018

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 - Number of Quality Initiatives undertaken during the year

One day Workshop on Laboratory skill training for Laboratory assistants and	Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
attendants	2018	Workshop on Laboratory skill training for Laboratory assistants and	07/08/2018	10/08/2018	10/08/2018	41

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
College level Workshop on Detoxification Key Speaker Dr. Jaya John	08/03/2019	08/03/2019	30	30
College Level Workshop on Advantages of Briefest Feeding Key Speaker: Dr.Vas undraGhorpade	05/02/2019	05/02/2019	50	50
Judo and Wrestling Summer camp	01/05/2019	01/05/2019	30	30
Karate and Boxing Summer camp	20/04/2019	20/04/2019	30	30

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

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

20

7.1.3 - Differently abled (Divyangjan) friendliness

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

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva ntages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	Nill	20/08/2 018	1	Blood Donation	To have a community connect .To serve different section of the Society	75

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

Title	Date of publication	Follow up(max 100 words)	
Code of Conduct	01/06/2018	Available	

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants		
International Yoga day	21/06/2018	21/06/2018	90		
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1) Nature club 2) Kitchen Garden 3) Solar Panels 4) Environment Audit 5) Tree Plantation

7.2 - Best Practices

7.2.1 – Describe at least two institutional best practices

1.Best Practice: Title of the Practice: Earn and Learn Scheme: Goal: The main objective of the scheme is to develop a student as a multifaceted personality with academic excellence. The context: Many students are from rural background having agricultural resources as a part of life. But the fear stops them to indulge in entrepreneurship. They were not willing to work under 'Earn and learn' scheme. Opportunities, training, awareness of the Government schemes and other things had to be explored. Motivation isgiven by the faculty formally or informally The Practice: Industrial visit was organizedby the department of commerce to nearby industries like P.V. Textile Jam on. They interacted with the manager about marketing productsskill. Skill development workshop isorganizedon Bonsai preparation, plants nurturing by Department of Botany. Workshop on selfemployment was organized by the students of Home Economics department. Students are given opportunity to earn in campus through simple assignments like dataentry, administrative work. Evidence of success: An insight to develop opportunities of self-employment with the available resources and skills was developed. They understood about the data entry, filling scholarship forms,

distribution of mark sheets etc. Theirconfidence boosted. Gaurav Jamunkar and ManshriDandade are of the beneficiary. Problems Encountered: Resources required implementing the practice for employment generation was a major issue. The skills enhancement quality product development needed training with time and financial resource. Sustaining student's involvement, hard work, patience, continuity in the task taken were a few things to be worked out. Best Practice No. 02Title of the Practice: Remedial Coaching Goal: To boost the weaker students compare to clever students. The Context: Most of the students belong to rural background, deprived section of the society and economically poor. Our motto is "Education to All" with equal opportunities. Believing in this preceptswe actaccordingly. Many students up and down from different places to learn. Due to number of reasons, they were lagging behind compare to regular and urban students. Naturally they got less percentage and sometime failed in the examination. Our Institution decided to start remedial coaching for the weaker students. The Practice: The work has been allotted faculty wise and the every HOD with the faculty find out the weaker students and prepared the list accordingly. The batches were done and time were set as per requirement for the remedial coaching. Surprisingly, 210 students are enrolled in the remedial coaching and as per the batches the coaching were given. This coaching has ended in the last month of academic session. Evidence of Success: University results have been improved. Their confidence level became high. They became fearless and they came in the main stream of education. Problem Encountered: The most of the students are outsiders and their buses timing were fixed, so it was very difficult to handle the time between bus and our academic time but we managed it very nicely by counselling Bus Depot manager. At the outset students were not willing to join the classes, they thought that it was a waste of time. Due to constant effort and proper counselling, they are benefited.

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

http://www.rsbidkarcollege.ac.in/default.aspx

7.3 - Institutional Distinctiveness

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

1. The College true to its vision of reaching to the marginalized section of the society has always been active in inculcating a social sense of responsibility amongst its students by engaging in conducting many programmes like Health checkup ,BloodCheckup,Nutritional week celebration,SwacchtaAbhiyaan, Tree Plantation drive adopted by NSS NCC in Hinganghat locality like bus stand, college campus .Students learn about their responsibility towards the society through these variety of programmes under Community extension programmes. 2. College is known to have a uniform and transparent policy with regard to the appointment of the staff and faculty in the College. Candidates are appointed on the basis of their merits with any undue favour of any reason.

Provide the weblink of the institution

http://www.rsbidkarcollege.ac.in/default.aspx

8. Future Plans of Actions for Next Academic Year

• To invite good academician, social workers to deliver their speech. • To install CCTVs surveillances in the Science college building and Library buildings. • To organize intercollegiate level Judo Competition in the college • To inaugurate the indoor stadium • To organize ShriKrushnaraoZotingPatilPunyaSamaranprogramme at the institutional level