Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**RASHTRAPITA MAHATMA GANDHI MAHAVIDYALAYA**
Name of the head of the Institution	**Dr. N.B. Mudnur**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**07219309053**
Mobile no.	**9449180227**
Registered Email	**rmgcollege@gmail.com**
Alternate Email	**shivguruv22@gmail.com**
Address	**At post- Khed ,Tal-karjat, Dist-Ahemadnagar, Pin Code-414403(M.S)**
City/Town	**Khed**
State/UT	**Maharashtra**
Pincode	**414403**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Prof. Shivguru Vhandkar**
Phone no/Alternate Phone no.	**08788851802**
Mobile no.	**9096995273**
Registered Email	**shivguruv22@gmail.com**
Alternate Email	**rmgcollege@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.rmgcollege.in/docs/AQAR%20report%202018-2019%20online.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.rmgcollege.in/docs/2019-2020.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B+**	**2.51**	**2017**	**23-Jan-2017**	**22-Jan-2022**

6. Date of Establishment of IQAC	**26-Jan-2015**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Organization of state	**07-Feb-2020**	**110**

level seminar	2	
Alumni and parents meeting	14-Jan-2020 1	60
Nss Camp in association Indsearch Pune	17-Jan-2020 1	80

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
RMG college khed ,NSS dept.	NSS	Savitribai Phule Pune University ,Pune	2020 60	84050
Department of Languages and Library	QIP seminar	Savitribai Phule Pune University ,Pune	2020 2	0
RMG college Khed ,Student development Department	Earn and Learn	Savitribai Phule Pune University ,Pune	2020 270	100454
Department of examination, RMG college ,khed	Examination grant	Savitribai Phule Pune University ,Pune	2020 30	68200
RMG college khed ,	scholarships	Savitribai Phule Pune University ,Pune	2020 360	71000
RMG college khed ,	scholarships	State Government	2020 360	437206

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9. Whether composition of IQAC as per latest NAAC guidelines:	No
Upload latest notification of formation of IQAC	No Files Uploaded !!!
10. Number of IQAC meetings held during the year :	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File

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

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

1. Development Programmes for Faculty and students 2. Development Programmes for Faculty and students 3. Assisting and motivating teachers to complete M.Phil. and Ph.D. 4. Strengthening the quality of academics. 5. Monitoring and evaluating the performance of teaching and learning activities. 6. Promoting teachers to present research papers at National/International/state level seminars, workshops and Conferences. 7. Motivating students and staff for research and providing the assistance. 8. Organizing State level Seminars, workshops and Conferences. 9. Guiding and motivating students and staff for social awareness programs

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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
Preparation of academic calendar of year 2019-2020.	Action taken report of last meeting were discussed and confirmed. The various activities organized during the academic year, accordingly the academic calendar of academic year 2019-2020 was prepared and action plan was implemented.
Conducting state level seminar	conducted two days state level seminar on 'Use of ICT in Language teaching and library"
Planning to send proposal for starting new courses at UG level .	Proposal for starting new courses were made ready to submit to Savitribai Phule Pune University,) the proposal for commerce was send to university
Plan to prepare, Green Audit and Energy audit of college campus.	As per guidelines green audit and energy audit was done
Preparation for Academic and Administrative Audit (AAA)	IQAC was fully prepared ,as a Academic and Administrative Audit (AAA) done by Indian institute for social development and research
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
College Development Committee	03-May-2021

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	2020
Date of Submission	22-Jan-2020
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)	This college is a constituent college of Indian Institute for Social Development and Research ,Pune, MS). The Higher Education quality policies are decided by the Managing council, the apex body of the management and forwarded to the College Development Committee (CDC) of the college. The College Development Committee constitutes the Sanstha representatives, stakeholders, teaching and nonteaching members and student representative. It is entrusted with taking the important decisions for the growth and development of the college. The internal organizational structure of the institution is as follows: indian Institute for social development and Research ,Pune is the apex management body of our college. It consists of Managing Council, Governing Body . The policy decisions pertaining to academics and administration are taken by this by this body and communicated to constituent colleges. College Development committee is highest governing body at the college level. It delegates its authority to the Principal to form various committees and assign the academic responsibilities. The Administrative Unit is mainly concerned with matters related to admissions, eligibility, scholarships, freeships, examinations etc. It also provides clerical support required for maintaining records and for interaction with government, university, parents and students. Various Committees: The statutory and nonstatutory committees are formed for the smooth, transparent and effective

administration of the college. They indicate decentralized governance. The faculty meetings are organized at the beginning and end of the academic year. A faculty incharge coordinates with various Heads of the Department and reports to the principal. The Head of every department coordinates with the colleagues

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

Rashtrapita Mahatma Gandhi Mahavidyalaya khed, is affiliated to Savitribai Phule Pune University (SPPU), Pune. It implements the curriculum designed and prescribed by the University. The college prepares the academic calendar consisting of curricular co-curricular and extracurricular activities for the effective implementation and delivery of curriculum. All the departments develop action plan for the academic year. For the effective implementation of curriculum delivery, the following mechanism is adopted. All Internal Examinations like class exam and mid-term tests are conducted to assess students' knowledge as outlined in the objectives of curriculum. All examinations are conducted as per the Academic Calendar. Tutorials are held regularly to monitor the progress of the students .Remedial coaching classes are conducted for low achievers i.e. Slow learners. Advanced learners are made to solve University Question papers and efforts are made to improve their performance. Record of the regular attendance, mark lists and progress of students are maintained and preserved by respective departments. Departmental Meetings: All the Heads of the departments allot sections of curricula to the concerned teachers. The concerned teachers are well acquainted with the objectives stated in the syllabus. The syllabus is given to the students at the beginning of the academic year. At the same time awareness is created among the students for the availability of syllabus on the college as well as SPPU website. Teachers prepare their individual teaching plan. The time-table committee designs general time-table for arts under the guidance of the Principal. The Heads of the respective departments finalize departmental time-table in consultation with their colleagues.

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
Fish Farming	Nil	08/09/2019	120	Entrepreneship and Employbility	Students are trained for fish farming
Nursury Technique	Nil	07/08/2019	60	Entrepreneship and Employbility	Students are trained for Nursary maintenance and plantation

Mushroom Cultivation	Nil	05/12/2019	60	Entrepreneurship	Student are trained for Mushroom Cultivation
Organic Farming	Nil	03/10/2019	240	Entrepreneurship and Employbility	Student are trained for Organic Farming
Computer Awareness	Nil	02/10/2019	60	Employbility	computer literacy
Spoken English	Nil	13/12/2019	60	Employbility	English Fiuency

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NA	Nill

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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	English	17/06/2019
BA	Marathi	17/06/2019
BA	Hindi	17/06/2019
BA	History	17/06/2019
BA	Geography	17/06/2019
BA	Economics	17/06/2019
BA	Political science	17/06/2019

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

	Certificate	Diploma Course
Number of Students	307	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
0	Nill	0

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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
Nill	Nill	0

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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 is obtained from all the stake holders, students, Teachers, Employers, alumni and Parents in a prescribed proforma offline on the curriculum, teaching learning and evaluation, teachers, facilities, support services and overall learner centric issues. The data is analyzed by the feedback committee. The outcome is made available to the authorities, concerned teachers for perusal and needful action. In the parent meeting issues regarding the student's academic progress, attendance, discipline etc. are discussed . The parent's suggestions are conveyed to the concerned authorities. The suggestions of academic peers are communicated to concerned BOS. The feedback is analyzed by the feedback committee members and outcome and suggestions are communicated concerned authority for the improvement.

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
Nill	NA	0	0	0
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	307	0	11	0	11

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
11	11	4	4	Nill	Nill
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes. Students mentoring system is available in the institution. The most of the students seeking admission in our college are from nearby villages so they are rural based and many of them come from very financially weaker section of the society. They require mentoring in every aspect of their study. We have a separate committee named as Parent-Teacher Scheme Committee. Committee allots 30 to 45 students to each faculty members who are supposed to mentor the allotted students and look after the academic as well as overall performance of the students. Students require to fill up the forms manually prepared for the purpose. It provides the basic information of the students to the mentor. Moreover students are required to add his subjects and term-end marks in the same form. Therefore, the mentor can track the performance of the students. In all four meetings are arranged by the mentor of his mentees officially. However, mentees can see his/her mentor as and when required. During the official meetings mentor takes the review of every mentee's performance and gives suggestions and guides. He also solves their problems if any. The mentors share ideas, communicate knowledge to boost up confidence among the students. The mentor mentee relationship develops its own pattern but as a general rule a mentor is asked to spend two or three hours a month with their assignments. The ongoing relationship is nurtured through phone calls and email contacts. The mentors are also taking initiative to contact the parents to inform them about the academic performance of the students and ask them to attend the parents meeting. Thus, the mentor and mentee relation is offering a guidance and support. It helps to develop a mutual bond. The mentor does the following for his/her mentees: • Arranges meetings twice in a semester • Monitors, counsels, guides and motivates the students continuously. • Advises students regarding choice of electives, projects etc. • Contacts parents/ guardians if situation demands e.g. academic irregularities, negative behavioral changes etc. • Preserves the records of term-end marks of each mentee and discusses with the students about their result for future improvement. • Advises students regarding career development and future study. • Keeps contact with the students even after their completion of the course in the college. • Intimates HOD and Principal and suggests if any administrative action is called for. • Maintains detailed progressive records and keep reports of all discussion with students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
307	11	1:28

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
11	11	0	7	2

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
2019	NIL	Nill	NIL
2020	Nil	Nill	NIL
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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	Nill	Nill	Nill	Nill

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college has formed examination committee to supervise and look after the conduction of the examination like Class tests, Term End examination, Midterm tests, tutorials, Class Presentations, open Book tests, Multiple choice question series, quiz, group discussions, research project and Home assignments etc. The college follows evaluation mechanism of Savitribai Phule Pune University Pune(SPPU, Pune). Continuous internal evaluation (CIE) system is a part of the evaluation mechanism. The evaluation pattern is discussed by the respective subject teacher in the class. The major reforms introduced by Savitribai Phule Pune University Pune (SPPU, Pune) include delivery of question papers and entry of internal marks are online. The college has also introduced its own reforms in the evaluation system. The college has appointed the College Examination Officer (CEO) from the teaching faculty to monitor and ensure the University examination related work. The committee guides the academic departments to conduct different types of tests to achieve the outcomes of the topics and the courses taught and to check the learning levels of the students periodically. The evaluative reports of these tests are discussed in the department and communicated to the Principal. The reform has resulted in increasing the level of acquisition of subject knowledge of the students.

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

The college follows a well-planned academic calendar and it is published in the college prospectus and displayed on the college website. It gives the general details of the schedule of the continuous internal evaluation mechanism. It also includes the program of academic events like workshops, conferences, visiting faculty lectures, industrial visits etc. The examination section of the college provides details about the pattern of the continuous internal evaluation system. The examinations are conducted according to the time table which is displayed on the board and also inform them in the classroom. The departments conduct all their continuous internal evaluation within this broad framework. The answer papers of the unit tests are evaluated by the concerned teachers and the marks are communicated to the students in the classroom and also displayed on the departmental notice boards. The teacher clarifies the doubts and queries of the students. Evaluated answer papers are given to students with suggestions for their future reference. The students failed in the previous year internal examination, the re-term exam is conducted for them at the end of September. The answer papers of the re-term examination are evaluated by the faculty members within 15 days and the results are communicated to the students. The academic calendar maintains the balance between the academic activities and the examination schedule. Faculty members prepare a lesson plan for theory paper. The lesson plan and implementation details are noted in the lesson notebook by the teacher. This guides the faculty members to stick up to the academic schedule as much as possible Effective monitoring of the lesson plan schedule is taken care by the heads of the departments as well as academic auditors.

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.rmgcollege.in/

2.6.2 – Pass percentage of students

Programme	Programme	Programme	Number of	Number of	Pass Percentage

Code	Name	Specialization	students appeared in the final year examination	students passed in final year examination	
Nill	BA	Marathi	19	19	100
Nill	BA	Hindi	8	8	100
Nill	BA	English	24	24	100
Nill	BA	History	30	30	100
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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)

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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
Nill	0	0	Nill	Nill
No file uploaded.				

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
0	0	

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
0	0	0	Nill	Nill
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Nill
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	0	0	0
International	0	0	0

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

Department	Number of Publication
0	0

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 Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
0	0	0	Nill	0	0	0

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	Nill	0	0	0

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	6	9	16
Presented papers	4	8	14	12

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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
special NSS Camp	Indserch Pune	4	130

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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
0	0	0	0

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
0	0	0	0	0

No file uploaded.

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
0	0	0	0

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
0	0	0	Nill	Nill	0

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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
0	Nill	0	0

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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
4.63	4.63

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Seminar Halls	Existing

Classrooms with LCD facilities	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
0	Nill	0	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	4012	591708	55	11300	4067	603008
Reference Books	474	18189	0	0	474	18189
Journals	22	Nill	Nill	Nill	22	0
Digital Database	1	16500	Nill	Nill	1	16500
Others(specify)	2226	20630	0	0	2226	20630

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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
0	0	0	Nill

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	38	1	5	1	1	2	8	0	0
Added	0	0	0	0	0	0	0	0	0
Total	38	1	5	1	1	2	8	0	0

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

80 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
0	0

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
14.79	14.79	Nill	Nill

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 is committed to provide the academic ambiance, accordingly services and facilities are developed to the benefit of the stakeholder. These physical, academic and support services and facilities cover almost every aspect of the college functioning such as laboratories, library, sports complex, computer, classrooms, etc. The need of policymaking arises from the expectation of constant, uninterrupted and smooth functioning of these services and facilities. STATEMENT: The policy assures the optimum utilization and proper maintenance with a standard required specifications of physical, academic and support service facilities of the college to accomplish the high degree of excellence imbibing human values in all endeavours. AIMS OF THE POLICY 1. To achieve optimum utilization of facilities and services for the benefit of stake holders 2. To receive constant, uninterrupted and smooth functioning of physical, academic and support service facilities. 3. To prevent misuse and misconduct of resources and services. 4. To achieve timely up-gradation, replenishment, repairing and replacement of the resources and services 5. To set standardized maintenance and utilization procedures for resources. 6. To reduce probabilities of accidents at workplace for ensuring safety. MECHANISM FOR IMPLEMENTATION OF THE POLICY: The following mechanism is developed to look after the maintenance, up-gradation, replenishment, repairing and replacement of facilities and services. The mechanism assures the involvement of all the stakeholders. ADMINISTRATIVE OFFICE: The administrative office is a ground level step to fulfill the commitment expressed in the policy statement. Day to day maintenance and care is taken by the administrative office, in consultation with the principal. The office registrar looks after this all-routine maintenance. PURCHASE COMMITTEE: The purchase committee headed by a senior faculty takes annual review of the facilities and services. The report is put forth in the meeting of purchase committee chaired by the principal. The co-ordinator of IQAC is an invitee to these meetings. In these meetings, priorities are fixed and important decisions are considered for IQAC and CDC meetings. After receiving permissions in IQAC and CDC committees, the purchase or maintenance expenses are utilized as per the pre- determined procedures. CDC monitors overall functioning of facilities and services. It is the policy of the parent institute to recruit the support staff having mechanical and technical skills of certain certain kinds

http://www.rmgcollege.in/

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	Scholarships	307	508206
Financial Support from Other Sources			
a) National	Nill	Nill	Nill
b)International	Nill	Nill	Nill
No file uploaded.			

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
0	Nill	0	0
No file uploaded.			

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
2020	Guest Lecture	24	24	4	4
No file uploaded.					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	1

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
Nil	0	0	Nill	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	21	BA	Arts	Nill	MA. LLB,
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	0
SET	0

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

Activity	Level	Number of Participants
Nil	NIL	Nill

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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
2019	NIL	National	Nill	Nill	Nill	Nill
2020	NIL	National	Nill	Nill	Nill	Nill
2019	NIL	International	Nill	Nill	Nill	Nill
2020	NIL	International	Nill	Nill	Nill	Nill

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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)

Students are involved in the decision-making mechanism in various ways: The Students Council is a body that has student representatives from every class.The Principal has meetings with these members at which issues related to teaching-learning, student activities, examinations and hostel and other facilities in the college are discussed. The college has a student council, It is constituted every year as per the provisions made in Maharashtra University Act 1994, section 40(2) (b) (v). The IQAC also has a student representative. Students represent active role in College Development Committee and participate in the planning and development decision process. Students are involved in: • Co-ordination and active participation in various college functions. • Planning and managing academic, cultural and sports activities. • Help in maintaining discipline and healthy atmosphere on the college campus. • Assistance in collection and analysis of feedback. • Special task force in the special drives such as fund raising, disaster management and event management • Involvement in celebration of days and events. Following are some of the important committees/cells/units of the college where students have representation in them, where they play a very vital role in framing the policies. Prevention of Sexual Harassment Committee Anti –Ragging Committee. Student Council ,Earn and Learn Scheme Student Welfare Committee, Health Committee, Magazine and Publications Gymkhana Committee, N.S.S and Cultural Activities Library Advisory Committee ,Hostel Committee The IQAC has also a student representative. Students are honoured for their performances in these various roles by way of "Best Student of the Year", "Best NSS Volunteer of the Year" and "Best Sportsperson of the Year".

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The college has formed association at college level

5.4.2 – No. of enrolled Alumni:

270

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

2000

5.4.4 – Meetings/activities organized by Alumni Association :

Meeting is conducted once in the year.

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 management and college follow the policy of decentralization and participative management in day-to day working. The Principal assigns specific duties to various academic and administrative bodies. The head of the department has been given freedom and right to decide on the various activities pertaining to academic and administrative work. The departments put up the proposals regarding their requirements. The students take active part in the governance of the activities on the campus. This results in effective and proper execution of the work and promotes cooperation between management, staff and students. The teaching and non-teaching members are adequately represented in various bodies of the management and on College Development Committee. The participative management is practiced in various planned activities. Important developmental plans are discussed by the Principal along with all the committee members wherein students are also involved. The plans are executed only after reviewing the suggestions. Practice 1: Residential Camp is organized for students of college and IndSerch ,Pune's student.The planning of the event was communicated to the higher management. The work was distributed into various committees such as invitation committee, food and accommodation registration committee, lecture arrangement committee ,welcome committee, certificate committee, invitation committee, discipline committee, flex and display committee and so on. All the committee chairpersons and members were made to involve in the planning of the camp and everyone had enough freedom in planning committee role. The Principal regularly took feedback of the activities from time to time. Thus the college followed decentralization and participative management very effectively. Practice 2 : The college celebrates its Annual Prize Distribution Day in the month of March 2019. The organization of such an event needed careful planning and participation of the staff and students. Hence the Principal, in consultation with the physical director, planned the programme by forming the committees for its smooth conduct. The cultural department students and sports students were made a part of the planning. The work division was done by forming important committees. They were invitation committee, trophy and memento committee, welcome committee, publicity committee, function committee, best teacher and best non-teaching member selection committee, discipline committee and so on. The committee chairpersons and members planned their work on having discussion with the Principal and every committee did its best. Thus decentralization and participative management of responsibilities is done in every part of the college activities.

The faculty members were free to take decisions at their end. It was always seen that every member of the college participates in the event. The students were consulted on finalizing the chief guest of the event.The focus is always kept on involving every element of the college in organization of every event

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	**Nill**

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

E-governace area	Details
Administration	**Nill**

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
Nill	**Nill**	**Nill**	**Nill**	**0**
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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)
2019	**NIL**	**NIL**	**Nill**	**Nill**	**Nill**	**Nill**
2020	**NIL**	**NIL**	**Nill**	**Nill**	**Nill**	**Nill**
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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
NIL	**0**	**Nill**	**Nill**	**0**
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time

7	11	7	8

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Teacher quartters are provided. Economic support is provided by management	Teacher quartters are provided. Economic support is provided by managemen	Earn and Learn

6.4 – Financial Management and Resource Mobilization

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

Internal audit is done by parent institute IISDR,Pune regularly by C.A .

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
Nill	0	0
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6.4.3 – Total corpus fund generated

500000

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	External Agency	Yes	Internal
Administrative	Yes	External Agency	Yes	Internal

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

1) Parent meeting is conducted once in the year. 2)feedback is collected from parent about institute. 3)students progress is conveyed to parents through this association.

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

• Some teachers and non-teaching staff have undergone training programs. • Welfare programs such as free health check -up, fee concession for wards of staff. • Travel grants for attending academic programs.

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

1) Applied for new course 2) Focused on teaching and learning process 3) Garden is cleaned and maintained

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No

	d)NBA or any other quality audit		No		

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Nill	Nill	Nill	Nill	0
2020	Nill	Nill	Nill	Nill	0

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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
self protection	28/10/2019	28/10/2019	56	Nill

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
Environment Awareness Program -As per our vision we are trying our best to make the campus as zero carbon emission and zero waste campus. Following are the major highlights of environment friendly practices by the college. 1. Energy – We use electricity for pumping water from the well and lightening in the campus. Solar energy generated by college solar plant is more than energy consumption of the campus. Net meter is installed hence we give surplus energy to MSEB(Maharashtra State Electricity Board) 2. Green Building – Our building fulfills all the norms of green building however green building certification is not obtained because of situation of the college in the rural area. 3. Rain water harvesting 4. Paperless office work 5. Carbon sequestration 6. Waste water management 7. Solid waste management 8. Medicinal plant 9. Authorized third party audit is done. • Awareness campaign We are continuously trying to develop awareness regarding environmental issues both at global and local .The global issues of environment are Climate Change, biodiversity, depletion and Ozone layer holes. The college attempts to internalize these externalities by conducting programmes like – 1. Tree plantation 2. Solar energy installation 3. Awareness is done by conducting lectures by experts. 4. Posters and pamphlets are installed 5. Making soil idol Both college and school going students are actively participated in the campus

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Ramp/Rails	Yes	1
Braille Software/facilities	Yes	1
Rest Rooms	Yes	1
Scribes for examination	Yes	1
Any other similar facility	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	16/10/2019	1	framing Road for villagers	1	74

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

Title	Date of publication	Follow up(max 100 words)
NIL	Nill	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
0	Nil	Nil	Nil

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Environment Awareness Program -As per our vision we are trying our best to make the campus as zero carbon emission and zero waste campus. Following are the major highlights of environment friendly practices by the college. 1. Energy – We use electricity for pumping water from the well and lightening in the campus. Solar energy generated by college solar plant is more than energy consumption of the campus. Net meter is installed hence we give surplus energy to MSEB(Maharashtra State Electricity Board) 2. Green Building – Our building fulfills all the norms of green building however green building certification is not obtained because of situation of the college in the rural area. 3. Rain water harvesting 4. Paperless office work 5. Carbon sequestration 6. Waste water management 7. Solid waste management 8. Medicinal plant 9. Authorized third party audit is done. • Awareness campaign We are continuously trying to develop awareness regarding environmental issues both at global and local .The global issues of environment are Climate Change, biodiversity, depletion and Ozone layer holes. The college attempts to internalize these externalities by conducting programmes like – 1. Tree plantation 2. Solar energy installation 3. Awareness is done by conducting lectures by experts. 4. Posters and pamphlets are installed 5. Making soil idol Both college and school going students are actively participated in the campus

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Morning Assembly creates unity among the students, maintenance of national values and announcement of needful suggestions. 2. 'History of the village' – projects assigned to History students promotes research attitude among students.

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

7.3 – Institutional Distinctiveness

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

The college provides certificate courses along with BA for better Employability and entrepreneurship.

Provide the weblink of the institution
http://www.rmgcollege.in/

8.Future Plans of Actions for Next Academic Year

1) Enhancement of Research and Publication 2)Conducting teacher trainng programme 3) organization of national level Seminar. 4)Mous with other angencies. 5) Introduction of new commerce and science courses.