



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	BHAIRAVNATH SHIKSHAN MANDAL'S BHAIKAVNATH VIDNYAN MAHAVIDYALAYA, KHUTBAV
• Name of the Head of the institution	Dr. Avinash Vitthalrao Sangolekar
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02119284012
• Mobile No:	9850613602
• Registered e-mail	bvmk923@gmail.com
• Alternate e-mail	sangolekar57@gmail.com
• Address	Bhairavnath Vidnyan Mahavidyalaya, A/ P Khutbav , Tal. Daund, Dist. Pune - 412203
• City/Town	Pune
• State/UT	Maharashtra
• Pin Code	412203
2.Institutional status	
• Type of Institution	Co-education

• Location	Rural
• Financial Status	Self-financing
• Name of the Affiliating University	Savitribai Phule Pune University, Pune
• Name of the IQAC Coordinator	Mr. Nikhil Trimbak Hole
• Phone No.	02119284012
• Alternate phone No.	7875151755
• Mobile	9921012321
• IQAC e-mail address	iqac.bvmk@gmail.com
• Alternate e-mail address	nikhilhole00@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.pktck.in/wp-content/uploads/2021/12/aqar-report-2019-20.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://drive.google.com/file/d/lp3P_2dzyv_yKWC1JPua_lpzdxCr6DC9F/view

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.22	2020	08/01/2020	07/01/2025

6.Date of Establishment of IQAC

13/07/2018

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
00	00	00	00	00

8. Whether composition of IQAC as per latest NAAC guidelines	Yes
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	05
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
<p>1. In the background of Covid-19, IQAC conducted online teaching training for all teachers. 2. In the background of Covid-19, IQAC conducted online 6 International, national and state level Webinars. for all students and teachers. 3. IQAC coordinated between teachers and students in the online teaching- learning process. 4. IQAC implemented the guidelines issued by the government and UGC at the college level regarding to Covid-19. 5. At background of Covid-19, IQAC made effective efforts to coordinate between the examination department and the students. 6. IQAC provided guidance on how to conduct online examination.</p>	
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	
Plan of Action	Achievements/Outcomes
1. IQAC made a plan to organize State, National and International Webinar in this academic year	1. According to our plan of action we organized State, National and International conference in Chemistry, Botany, Marathi, Zoology and Non

2020-21. 2.IQAC Made a plan of submission of AQAR for the academic year 2019-20. 3. Online Teaching planning. 4. IQAC was about to conduct certificate courses.	Teaching Staff Webinar respectively. 2. AQAR for the academic year 2019-20 was successfully submitted on 31 December 2020. 3.Online teaching process successfully implemented as per schedule.4.college oragnized Sahajyoga certificate course. 5.
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13.Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
College Development Committee	10/11/2021

14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-21	21/01/2022

Extended Profile	
1.Programme	
1.1	10
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	350
Number of students during the year	
File Description	Documents
Data Template	View File
2.2	209
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	53
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	12
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	17
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4. Institution	
4.1	07
Total number of Classrooms and Seminar halls	
4.2	1909036
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	26
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college is affiliated to Savitribai Phule Pune University (SPPU), Pune and follows the curriculum prescribed by the University for its Effective Delivery. Internal mechanism is designed and executed. It consists of-

1. Teaching Plans:-

Teaching plans are prepared by the teachers and monitored by Head of Departments. The subjects are allotted to the teachers based on their expertise and specialization. For effective implementation of the syllabus, concerned teachers prepare their teaching and all activity plans.

3. Innovative Teaching Methods:-

Due to COVID-19 pandemic all colleges faced lots of adversities. Our college also faced many difficulties during effective curriculum delivery. College found solutions to avoid student's academic loss. We introduced them Zoom app and Google meet app for delivering online lectures. Teachers devise their own innovative teaching methods like: use of PPT, online assignments on departmental mail ID, online internal exams, and shared YouTube videos links related to syllabus to respective students what's App group, sent e-books reference material.

4. Slow Learners Advanced Learners:-

The teachers pay attention towards these slow learners for their qualitative progress. Based on previous year's performance and initial interactions of teachers are useful to provide facilities and support to the advanced learners.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.pktck.in/wp-content/uploads/2022/01/1.1.1.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal

Evaluation (CIE)

In our college under the IQAC department we prepared Academic Calendar Committee. It is important to state at the beginning of this report that the committee believes the development of the annual campus academic calendar to be the purview of the faculty as part of a healthy commitment.

The Savitribai Phule Pune University, Pune which are our college affiliated didn't declared any academic calendar. For this specific year 2020-21, so our college made a calendar of each department and committees as per the guidelines given by the IQAC department. In this academic calendar we included various online activities due to ongoing pandemic.

That said the particular model for the calendar is a critical element of the campus identity and has important implications for all areas on campus: academic, administrative, and cultural.

Teachers may also use calendar in college for abreast of any events that may be relevant to themselves, such as lectures. This can be applied to their classes, as some of these events could be relevant to their particular subject. If not, these events may be relevant to the teachers themselves, as it may also be golden opportunity to gain new insights for their classes.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

01

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

149

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

149

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

1.3 - Curriculum Enrichment

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

Find an ample space when it comes to applying them positively into the curriculum. We believe in maintaining healthy environment for all its students.

There are various committees which take care of the students such as:

Women Grievances Committee:

We are proud to state that in our college the incidents of sexual harassment of women students are nil due to the discipline in the campus. Yet this cell interacts with women students at regular intervals to identify any issues existing.

Anti-Ragging Committee:

Anti- Ragging Committee has been constituted to handle the issues pertaining to ragging.

The names of the committee members along with mobile numbers are displayed in the institution.

Human Rights:

The college conducts programmes on Human Rights

- Blood Donation Programmes
- Tree Plantation

Environmental and Sustainability:

The curriculum is designed by the university itself does include these aspects such as the Environmental Awareness in second Year.

Professional Ethics:

- Professional ethics encompasses personal and corporate standards of behavior expected by professional.
- College has organized various personality development programs through skill development cell to increase employability of students.
- College community related to health, spirituality, career, cleanliness, women empowerment, yoga, gender issues, agriculture, legal issues etc.

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

0

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.pktck.in/wp-content/uploads/2022/01/1.4.2.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

600

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

209

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity**2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners**

The college lectures and related activities of students were conducted by online mode for this year but college took every possible measure to understand the needs and requirements of students for best possible learning experience. College related information is also provided by the various modes such as facebook, Youtube channel, telegram channel etc. So that students get their desired information anytime.

After the admission, students induction program was organized in which all the teachers and other college related departments and concerned persons provide information about all courses are to all the newly admitted students.

For the slow learners, teachers deliver lectures beyond their timetables. Teachers during class interaction identify students' potential and then make strategies to reduce the gap in knowledge and skills. Teachers clear doubts and counsels students on Whatsapp and e-mail.

Equal Opportunity Cell of the college monitors the academic progress of students with special needs. The entire teaching and non-teaching staffs are sensitive towards the diversity of the certified disable students. Their academic needs are assessed, and each department makes sure that it provides the required support to the student, be it technological or extra-curricular to ensure the better learning.

File Description	Documents
Link for additional Information	http://www.pktck.in/wp-content/uploads/2022/01/2.2.1-slow-learner-assignment-pdf.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
350	12

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process**2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving**

methodologies are used for enhancing learning experiences

Teaching method used by teacher is always student centric and innovative. For experiential learning college run a program named 'Sahaj-yog' in which students and teachers were participated and learning and doing various yoga positions and meditation ways. Also various extra curricular activities or guest programs were taken to improve students skills, giving info about that sector and to boost their confidence about being like that guest or to remove various confusions and querries about that sector, college invite an actor and a singer through online mode.

About academic, assignments were taken by students on mail of department. . Various Guest lectures were taken. About field work we showed students "Bedse leni" online. Zoology department did national webinar on "science invention, Inventors and their application".

For creative thinking of students and to get more knowledge about competitive exams to our student we organized a program under competitive cell of college with the help of unacademy and also organized guest lecture

Various days and programs we celebrated by online mode for students participative learning in different ways. We celebrate national reading day by taking program "my favourite book". And 'Marathi Bhasha Pandhrvada' by taking various competition. Took poster Presentation Competition on Science Day

File Description	Documents
Upload any additional information	View File
Link for additional information	http://www.pktck.in/wp-content/uploads/2022/01/2.3.1.pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Use of ICT helps in teaching and learning. ICT helps teachers to interact with students. The medium through which teachers can teach and learners can learn. It appears in many different forms. Teachers used various ICT tools for teaching purpose. As whole academic year passed by online mode so more ICT tools are used. Very used ICT tool was Zoom because all lectures and activities, programs by every teachers are conducted with zoom.

Other used ICT tools :

- PPT presentation
- You-Tube
- Unacademy
- Google Forms
- E-mails
- Facebook page
- Youtube channel
- Telegram channel ``

Various ppt's You-tube link and pdf related to syllabus are provided b to students better understanding purpose and to help students to get more information about their syllabus. Asignments are taken on respective teacher's or their departmental Mail Id. College has youtube channel, telegram channel & facebook Page.

Use of ICT tools are found much effective and helpful way of teaching as well as learning. This helps students to understand the concept better and very quick because it includes screen presentation with audio sound. Because of this various tools students could get knowledge of various applications and software while learning.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.pktck.in/wp-content/uploads/2022/01/2.3.2.pdf

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)**2.3.3.1 - Number of mentors**

12

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year**

12

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

03

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

37

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms**2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.**

The college faculties ensure that all students must be aware of all internal evaluation process through the college prospectus and through the time to time instructions. This information is also provided in student instruction program which held on beginning of every academic year. From each department about each subject being taught to undergraduate. Before starting lectures teaching plans and academic calendar of each faculty members are prepared which include the modes of internal evaluation ways also.

For internal evaluation purpose below methods are used.

- Practical
- Assignments
- Presentation
- Internal exam of every subject
- Attendance for academic

Science department take practical's ,And other departments also took the practical of some subjects if needed. Each teachers give the assignments for students for each subjects and collect it within the dates given. For this academic year teachers gave assignments online by giving instructions about assignments on studentswhatsapp group and collect that assignment's soft copy (pdf) on whatsapp and on departments mail.

* Document:

- Assignments copy on mails and whatsapp Screenshot and some assignment.
- Google Form links and responses And question papers
- Activity participation List
- Attendance screenshot
- Messages about internal exam instruction screenshots
- Internal exam timetables
- Practical timetable (Science, Account)

File Description	Documents
Any additional information	View File
Link for additional information	http://www.pktck.in/wp-content/uploads/2022/01/2.5.1.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Internal assessment committee addresses all grievances related to internal assessment mark. The committee promptly deals with mistakes/errors related to attendance, internal assessment of the students. Also grievance related info and queries are sort out by their foster parent teacher also.

Student can only filled grievance in the timeline given by University that is in some days after exam. Grievances those who come in within time only that grievances are considered it means students could not fill grievance anytime or whenever they want.

This grievance system is very helpful for students for their academic purpose. From this students get a one more chance about their issues. Some issues can be very major like technical error in application because of that student were not be able to give exam, because of this facility they get a chance to give exam again. And also if there is a mistake in evaluation from this facility student can revived or rechecking their paper. But to take full benefit of this policy of university student need to fill the grievance in a proper way told by university.

Documents:

- Grievances filled students screenshot
- Grievances notice of website
- Universities reply on grievance (Seema and Nikita)
- Universities Guidelines about grievance.

File Description	Documents
Any additional information	View File

Link for additional information	http://www.pktck.in/wp-content/uploads/2022/01/2.5.2.pdf
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2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The College website, prospectus as well as the Annual Report states the mission and objectives of all the departments of the college. These documents also highlight the achievements of the students and lists the kind of jobs that students get after completion of the different programs. In the Orientation program for the first year undergraduate students, the broad program objective of all faculty is explained. Program-specific outcomes of all the departments are highlighted through career options open to students after completion of the programs and the achievements of the alumnae. Alumnae of various batches are invited to interact with both the students and teachers during the Orientation program and at other events and meetings. They share how the different courses shaped their careers and this helps students appreciate the program. This is also an opportunity for the faculty to take feedback on the courses that need to be improved and the components which will make them more relevant.

Bachelor degree of all faculty like Science, Commerce, Art offered by the college, a unique set of learning outcomes have been defined. Effective pedagogic strategies, the faculty articulate the learning objectives and expected outcomes for each course at the beginning of the session as well as before each unit in the syllabus.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.pktck.in/wp-content/uploads/2022/01/2.6.1.pdf
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Alumnae are regularly invited to give talks and conduct workshops in the various departments. They are also examiners for our B.Sc. give feedback regarding skill sets of recent graduates in their employment. The departments track how many of the students who successfully complete the course seek employment or go in for higher studies. Continuous assessment provides feedback on the efficacy of the teaching-learning process and learning

outcomes of each course. This is in the form of assignments which are a part of the special outcome as well as additional quizzes, tests and assignments which are periodically given to students.

As part of the course outcomes of the various papers taught to students during the graduate program, there is substantial scope of evaluation of opportunities for skill building, enhancement of conceptual understanding, training in research methodology, and experiential and fieldwork learning. All students

Undertake NSS Camp in organizations involved in development related activities, social service,

Schools, industries and hospitals.

Successful completion of courses like seminars and dissertation is also evaluated in a committee. Many student prepares a research design, carries out fieldwork.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.pktck.in/wp-content/uploads/2022/01/2.6.2.pdf

2.6.3 - Pass percentage of Students during the year**2.6.3.1 - Total number of final year students who passed the university examination during the year**

45

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**
<http://www.pktck.in/wp-content/uploads/2022/03/2.7.1-SSS.pdf>
RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects / endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

00

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

06

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

02

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

02

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities**3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year**

In the academic year 2020-2021, two extension activities were implemented on behalf of the college in connection with Covid-19.

In addition, sanitizers were distributed. Posters were put up in the village regarding the care to be taken in connection with Covid-19. They also spread the message to villagers as "Stay Home, Stay Safe".

The college organized a blood donation camp on the occasion of Maharashtra Day, 1 May 2021 starting from 10:00 am. cooperated by the rotary club. Certificates were awarded to students and citizens who donated blood. A total of 52 bags of blood were collected in this camp. A total of 32 students including this camp. 35 students and 17 villagers donated blood in the camp. Mr. RameshappaThorat chairman, Pune Central Co-Operative Bank said that blood donation plasma donation was a major social service during Corona's tenure. Mr. RameshappaThorat said that donating blood and plasma during that current corona crisis was a great social service and he was satisfied with the campaign launched by BhairavnathVidnyanMahavidyalaya.

The camp was organized following all the rules of covid-19. Thus a blood donation camp organized by the BhairavnathVidnyanMahavidyalaya, Khutbavcollege was successfully completed.

File Description	Documents
Paste link for additional information	http://www.pktck.in/wp-content/uploads/2022/01/3.3.1.pdf
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year**

01

File Description	Documents
Any additional information	View File

Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

02

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

02

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

05

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

02

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The existing infrastructural facilities are utilized for conducting theory and practical classes.

1. Classrooms:

The institution has 6 classrooms and 1 seminar hall available. I.C.D. projectors and ICT facilities including 4 classrooms and one seminar hall. Our classrooms are facilitated with electric fittings, fans, Mi-boards.

2. Laboratories:

The college has 5 laboratories facilitated with sufficient equipments. Such as zoology, botany, chemistry, geography and physical chemistry.

3. ICT Facility -

The college has 26 computers, 7 LCD Projectors, scanners, printers and internet connections (35 mbps speed) installed.

4. Sports Facility:

The college has playground (1458sq. meters) with 800sq.mtr.Athletic track. The seminar hall and yoga room used for Indoor Sports are with well-equipped gymnasium.

5. Library Facility:

The college has a separate Library building with Reading Hall.

6. Recreation Facility:

The college has girls Common Room with furniture and sanitary provisions. There are separate Staff Rooms for Gents and ladies. Canteen facility is available. The college has developed Botanical garden 152 trees are planted in that.

7. Parking Facility:

Parking facility is made available for the students and the staff.

8. Washroom:

Gents Staff- 1

Ladies Staff- 1

Girls-3

Boys-3

9. Drinking Water facility:

Each 20 litre filtered water jar daily parches.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.pktck.in/wp-content/uploads/2022/03/4.1.1...pdf

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Sports Facilities-

The institution provides the required facilities to the students and faculty in the indoor courts for playing Chess, Carom.

1. Chess

2. Carom

The institution has a big playground consisting of excellent courts useful to play sports and games like kabaddi, badminton, Kho-Kho, Archery, volley ball and athletics etc. Students who are interested in these sports and games are given special training by trainers along with the Physical Education Department staff to develop their skills.

Apart from the sports facilities the gym room also has a fully equipped Gymnasium which the students can use free of cost before or after the working hours.

The cultural department of our college always inspires the student's to participate in various activities not only at college level but also at Inter college level. Under the cultural committee conducted various program like Science Day, Teacher Day, Traditional Day Rally, Rangoli Competition, Days, Farewell, Poster presentation, National Women Day, Marathi Language Day, Webinars, Students Induction Programm, Savitribai Phule Jyanti, Vachan Prerna Din.

All Departmental Program conducted to online platform. This all Program conducted by online on Google meet and zoom meeting app.

Facilities available for Extra Curricular and Co-curricular activities:

- Separate provision is made available for NSS, (Boys and Girls) Activities.
- Seminar Hall is used for conducting various academic activities such as Conference.
- Seminar, Workshop, Quiz Competition, Guest Lecture and social activities. Seminar Hall is used for the cultural activities like drama, one act Play, Dance.
- Mimicry etc. Throughout The year the college cultural committee prepares the students for various competitions like Youth Festivals, dance, one act play etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.pktck.in/wp-content/uploads/2022/03/4.1.2...pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

5

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

7

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.pktck.in/wp-content/uploads/2022/01/4.1.3-1.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

0

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

College Library is using software for library administration work. For library admin work software called "VRIDDHI

- Name of ILMS software-Vriddhi
- Nature of automation (fully or partially)- Partially
- Version- Vriddhi Version 2
- Year of Automation- 2020-2021

The institution has purchased Vruddhi Software in 2009. Vruddhi is an enterprise resource planning system used to reduce manual intervention. Vruddhi is a very good Library Management Software and helped us in bringing a revolutionary change in Library automation and made the transaction fast and secure. This Software is loaded with some important library functions like Book Accession, Periodical and Disk accession. After accessioning the books, periodicals and disks are ready for circulation. Daily, monthly, yearly reports can be generated and extracted item wise. Stock Verification is also be done by using this Software.

REGISTER

1. student entry register-Started this facility from 1 year
2. staff entry register - Started this facility from 1 year
3. book accession register- Started this facility from 9 years
4. internet register- Started this facility from 3 months
5. book issue register- Started this facility from 1 year

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://www.pktck.in/wp-content/uploads/2022/01/4.2.1-1.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

C. Any 2 of the above

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

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

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

61833

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

280

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college has adequate IT facilities for strengthening the teaching and learning process. Therefore our campus is upgraded with all the necessary IT facilities. The computer lab is equipped with computers with required software and antivirus. 4 LCD projector classes are available to provide effective teaching for the students.

All faculties are provided with individual systems. Faculty members are using power point presentations, videos etc.in the class rooms to enhance learning. Scanners, printers, Xerox facility is available and faculty members can use this facility for official purpose also.The college campus is WI-FI enabled.

The college campus is under CCTV surveillance to ensure transparency as well as safety to all its members. The labs have LAN facility. In order to provide high quality speed of network, the college has two broad band connections- BSNL with greater than 35 Mbps speed.

1. Computer laboratory- 9 computers
2. ICT based classroom - 4
3. Wi-Fi areas in campus - 1 point
4. Computerized library - 6 computer
5. Computer in Office / IQAC /EXAM -5 computer
6. Committee wise computer - 6 computer
7. Internet broadband connections:We have connections with 1 Wi-Fi points.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.pktck.in/wp-content/uploads/2022/01/4.3.1-IT-facility.pdf

4.3.2 - Number of Computers

20

File Description	Documents
Upload any additional information	View File
Student - computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

1909036

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

systems and procedures for the effective functioning of the college. Some of them are listed below-

Academic:

Policies are framed and deployed right from the admission till the students leave the college. The admission policies adhere to the norms prescribed by the SPPU University with regards to rules. The students need to fill in the application form at the college. Applications will be scrutinized and admissions will be done after scrutinizing them by strictly adhering to the university norms. Once admission accepted by the college, the same will be uploaded online to the university web portal.

Class Rooms: Classroom management: Classroom being the most primary and important work space, it is managed with proper systems and procedures as recommended by the Management and the University. It is followed keeping in mind the modern teaching learning environment. Some classrooms are well equipped with all modern technology like the smart boards, LCD projectors for better and effective teaching.

Common dust bins are provided at various locations in each floor and in every class room.

Infrastructure:

The student as well as the teaching community is free to use all the facilities available within the campus. The sports facilities can be used by the students with a written request submitted to the Physical Director at the beginning of the academic session. These facilities can be utilized by the students only with the permission during their free periods or after the college hours.

Library: 1. Periodical Section

2. Circulation Section

3. Reading Hall

The library follows certain protocols in the usage of books. The entry register is kept for both staff and student at the entrance to the library. Anybody who enters the library must enter in the register to use the facilities in the library. At the

beginning of the first year, each student will be issued 2one library cards after collecting their details. New books will be issued to the students only after the previously borrowed books are returned in good condition. At the end of every semester, all the students must return the books to the library. Likewise the teachers are allowed to take any number of books after entering in the teachers register. They also must return the books after they finish reading. Whoever is leaving the institution be it a student or a faculty must get a no due certificate from the librarian.

Laboratory Management: The lab facilities are open to all the students for academic purpose. The students must enter their names in the log book before entering the lab mentioning the time. Both the computer and electronic labs are monitored by camera to keep tab on the student activity within the premises. The students are divided into batches so that the components or computers can be given equally for the students use. The students must maintain a lab manual and record the experiments and programs they do within the lab. They also must maintain a record book throughout the year which shall be taken into account at the time of practical examination. The computers are upgraded every year and the components in the electronic lab are replenished every year to provide the students with the state of the art experience. Preventive maintenance plan is followed in laboratories. Periodical checkups and calibration of equipment in all laboratories are often takes place. The repairs and servicing of the equipment is done by the Lab technicians and concerned technical persons under the supervision of lab in-charge. Stock verification is conducted in all laboratories every year. Provision for maintenance is provided in Annual budget of the institution. There is a group of system maintenance committee, headed by a senior faculty, with a mandate to recommend to the management the need for upgrading existing machines, replacing the obsolete ones with new ones, maintenance of the networking system, purchase of accessories such as switches, routers, printers etc. System administrator and team of technicians look after the maintenance of daily band width, usage, band width allocation and sharing.

Sports: Sports committee looks after maintaining the sports ground and sports equipment. Committee organizes various indoor and outdoor sports competitions for students at intra and intercollegiate level. For holistic development, students are encouraged to participate in the competitions. Coaches for events where there is good student representation are appointed with the permission of the Management and the Principal. The celebration of the International Yoga Day has become a regular affair and many students and staffs participate in the same. While the IQAC defines policies related to workshops/seminars/conferences for students and staff across faculties, the website acquaints the users with the working system of the college and also invites suggestions on better working processes.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.pktck.in/wp-content/uploads/2022/01/4.4.2.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

49

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File

Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
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5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non-government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non-government agencies during the year

07

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

B. 3 of the above

File Description	Documents
Link to institutional website	www.pktck.in
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

78

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

140

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View

		File
5.2 - Student Progression		
5.2.1 - Number of placement of outgoing students during the year		
5.2.1.1 - Number of outgoing students placed during the year		
01		
File Description	Documents	
Self-attested list of students placed	View File	
Upload any additional information	View File	
5.2.2 - Number of students progressing to higher education during the year		
5.2.2.1 - Number of outgoing student progression to higher education		
02		
File Description	Documents	
Upload supporting data for student/alumni	View File	
Any additional information	View File	
Details of student progression to higher education	View File	
5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)		
5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year		
00		
File Description	Documents	
Upload supporting data for the same	View File	
Any additional information	View File	
5.3 - Student Participation and Activities		
5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year		
5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.		
00		
File Description	Documents	
e-copies of award letters and certificates	No File Uploaded	
Any additional information	No File Uploaded	
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File	
5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)		
We have inducted students in various committees to improve their skills and to		

understand the process of these administrative bodies as follows:

1) College Development Committee (CDC): CDC is a administrative committee formed in the college to approve and to sanction various academic, administrative and financial concerns.

2) Library Development Committee: The Committee is headed by the Principal and the Librarian is Member Secretary. Student members also contribute to the overall development of library by giving constructive suggestions.

3) Internal Quality Assurance Cell (IQAC): Student members attend the meetings and take active part in the deliberations.

4) Women Development Cell (WDC): Student members participate and help in organizing various programs under the committee.

Other than these, there are numerous committees have been formed in the institution as per established processes and norms such as Board of Student Development, Employment Guidance and Placement Cell, Internal Compliance Committee, Competitive Exams Cell, NSS, etc. having students' representation on them. The institution also provides platform for the students in various programs by offering various roles to students such as moderator, welcome address, guest introduction, vote of thanks, etc. Class Representatives (CR) are also elected among the students from each class.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

07

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

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

'Bhairavnath Vidnyan Mahavidyalaya Maji Vidyarthi Sangh' is registered alumni association of the institution which registered under the Charity Commissioner Office, Pune.

Registration Details: Number-MAHA/674/2019/Pune. On Dated-20/04/2019/Pune.

Main objective of the Association is to bridge the gap between the college and alumni. Alumni association meetings take place yearly and future plans are discussed in the meetings. During the interaction alumni have highlighted the importance of current trends in the market and guided the students about the career opportunities in different fields. Alumni visit campus at regular intervals to support the existing batch of students in planning and organizing events, extend support and guidance.

Alumni who are entrepreneurs have been providing inputs on how to start a new venture and turning them into job providers. Some of the alumni are actively participating in

social service combining with creative activities for rural area kids. Whenever these alumni visit the campus they motivate students for the betterment of the society. Each of these members are contributing the institute in their area of expertise.

'Bhairavnath Vidnyan Mahavidyalaya Maji Vidyarthi Sangh' offers

lifetime as well as ordinary membership to alumni association.

Alumni contribution for the academic year 2020-21 was 22 chairs of INR 21,000/-

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision :

" To impart quality education to rural student for holistic development ."

Mission :

1. To develop qualitative improvement of teaching ,learning and evaluation for empowering students.
2. To promote the students and society with power of art , sport and literature by helping to build a society and country with healthy mind body.

This is the our institutions vision and mission. They reflected every events to the college.

File Description	Documents
Paste link for additional information	http://www.pktck.in/wp-content/uploads/2022/01/6.1.1-1.pdf
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institution practices decentralization and participative management

The Institutions follows the Professional Management approach in managing the Institutions. The Professional Management aims at implementing the concept of innovativeness in managing the academic and administrative matters. The Institutions always believe in the practices of decentralisation and participative management. Practice of Decentralisation is having own significance in the management. It reflects the policy decision making, planning and administration, and office management. Management and Administration is responsible for quality initiative to promote education to all sections. The Institutions enhance the quality at various levels - Management, College Development Committee, Principal, Vice-Principal, IQAC Committee, NAAC Committee, Various Committees, Academic Staff Welfare, Administrative and Non-teaching Staff, NSS, all the stakeholders involve in the decentralisation and participative management all are working together for efficient functioning of the Institutions.

1. Management: The Institution promotes a culture of decentralisation and participative management involving all types of stakeholders in the process of decision making. The management always believes in decentralisation and participative management. The management endeavours best substantial independence to the Institutions in all area of decision making process.

2. Administration: Administration is the backbone of the Institution. Institution firmly believes to provide quality education to the society. The College administration plays an integral role, leading and supporting the development and implementation of policies, programs, and initiative that are associated with the vision and mission of the college. The administration ensures the smooth functioning in the all areas like Admissions, Account and Finance, Record Keeping, Evaluation and Supervision, and Maintenance.

3. Faculty Members - Faculties maintains the healthy relationship with students, faculties, and community. The faculties are executing the policies and programs accurately and constructively. The College faculties represent the ethics and attend the professional ethics in the education.

4. Departments - The Primary role of the department is to provide the academic excellence in all activities. The Departments and Head of the Department are performing their role and responsibilities initiated with the vision and mission of the college.

5. Non-Teaching Staff - In the administration non-teaching staff plays crucial role in managing the day-to-day work. The assigned to non-teaching staff is to meet and accomplish operational and strategic objectives.

Case Study Showing Decentralization and Participative Management.

The Institution has adopted the decentralization and participative management in the process of academic and administration. The management gives generous freedom and flexibility to the Principal together with the academic council to lead all the academic activities of the college. They regularly meet and take necessary steps to implement the perspective plan of the institution.

As part of quality improvement and quality initiative the institution and its concern IQAC, College Development Committee and other statutory Committees continuously work on quality improvement. In the beginning of academic year all faculty members conduct a meeting and discuss the smooth functioning of the institution and work accordingly. Various committees are constituted and responsibilities are assigned to them. Committee Chairman and members of the committee report to the principal and IQAC about the planning and implementation of the decision.

They get the feedback from all the stakeholders of the institution and take steps for further improvements. The Administrative and academic duties are controlled and observed by the Principal of the Institution. Head of the department works under the guidance of the Principal and Internal Quality Assurance Cell.

The Heads of the Department are assign specific duties and responsibilities to the member of department to attend the day to day routine work. Every faculty member is involved in the various academic and administrative or other statutory and non-statutory committees of the institute. The IQAC control and guide for the academic and administrative activities. Mentorship of IQAC is introduced in all the departments and it is effectively monitored by the Principal.

File Description	Documents
Paste link for additional information	http://www.pktck.in/wp-content/uploads/2022/03/6.1.2-Final.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The following plans are projected after a discussion on the basis of analysis, assessment and estimates. Keeping in mind, the short term, medium term and long term development plans, the college always adopts a bottom-up approach with a strategic directive given from the administration management.

Strategic Plan 2019-20 to 2023-24

- To carried out extension activities through NSS and Cultural Committee.
- To motivate all faculties to qualified Ph.D or qualified NET /SET and to publish research paper in UGC approved journals.
- To introduce skill development and value oriented courses Implementation
- To planned to introduce job oriented courses.
- To offering certificate and value added courses through various excellence.
- To conducted staff development programmes to enhance the skill and knowledge of the teaching and non-teaching staff .
- To admitted more students from the socially deprived society with nominal fee and scholarship
- To established functional Memorandum of Understanding with various organizations for skill development training.
- various types of program are conducted to Improve the employability skills of the students.
- To encourage the students participating in co-curricular/ extracurricular activities through NSS and sports.
- To organized environment friendly activities
- To complete gender, green and energy audit once in the five year Details planning have been done in the college to implement the above plan. According to each plan, different committees are formed and the responsibilities are assigned to specific teachers. The meeting of the sanstha is continuously followed by Principal to complete above plan. IQAC coordinator is constantly making recommendations in the above plan.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.pktck.in/wp-content/uploads/2022/03/6.2.1-Final.pdf
Upload any additional information	No File Uploaded

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

ADMINISTRATIVE SETUP:

With the hands-on experience of the management, the Institutional Management is designed in a scientific way with transparency to get the optimum results out of it. A hierarchical sets up is established from top management to down the level clearly demarking the Duties, Responsibilities, Accountability and Authorities at every stage. Netaji Shikshan Sanstha has been established in 1965. This sanstha started Subhash Baburao Kul Arts, Commerce and Science College in 2001. It has a Governing body to monitor and achieving the vision and mission of the institution. It has an effective organizational structure which monitors and improves the institution. The organizational structure of the institution is given below.

Functions of Key Administrative Positions

Position

Function

GOVERNING BODY

- Review academic and other related activities of the College
- Consider new programs of study for approval of Government
- Consider recommendations of the Principal regarding Promotions
- Ratify Selections / appointments /medals and prizes
- Pass Annual Budget of the College Annual University affiliation SECRETARY
- Looks after the Administration, development of education, growth & expansion of the institution.
- He can cause any action to be initiated which is required in his opinion for the promotion of the above subject matter to ratification by the Governing Body.
- He coordinates between the sponsoring Society, College Management and the other systems of the college. PRINCIPAL
- To prepare all the agenda items, co-ordinate the conduct of meetings and arrange to follow-up all actions required.
- To provide leadership, guidance, help implementation and monitor all the academic activities in compliance with the affiliated university
- To conduct internal, end and other examinations
- To initiate all the developmental activities, monitor the progress and report to the Governing Body
- To ensure and receive all departmental budgets in the prescribed form for every calendar year & for the next academic year.
- To ensure the preparation of reports on various activities and also the annual report of college
- To become responsible for the general amenities and arrangements for students and employees of college COMMITTEES
- Every committee constituted at college level and department level have the faculty member as an In-charge with two or more faculty members as committee members.
- Committee In charge will look after the committees program and operation.
- These committees at college level assist the HODs in the discharge of their duties and smooth functioning of the college.
- These committees at department level assist the Department Academic in the discharge of their duties and smooth functioning of the department.
- Every committee has well defined roles and responsibilities at both levels. Each activity conducted by the committee is as per the standard operating procedures laid down by the management.

HEAD OF THE DEPARTMENT

- Department HOD prepares departmental workload as per the syllabus, Allocation of workload in prescribed formats. Coordinating with library

HEAD OF THE DEPARTMENT committee

- Collect & Verify the course material to certify
- Coordinate with Library committee, TimeTable In-charge, Lab In-charge, Internal Examination In-charge for smooth class activities and midterm exams.
- Preparation of list of weak students in each class and conduct bridge classes and tests.
- Analysis result to conduct Remedial classes for failure students or slow learner
- Ensuring to arrange Group activities and Guest lectures, workshop & seminars.
- Monitor the departmental issues, prescribed formats, attendance registers, worksheets and mentor/counseling report ..etc
- All duties & responsibilities are well defined as per standard operating procedures with harmony .

Governing Body: The college has a Governing Body. It is a Policy making body of the Institution and meets frequently and discusses the agenda prepared by the Principal. It reviews the performance of the college and decisions taken in the previous meeting and also approves the policy decisions. The budget of the current academic year is finalized. All new proposals are discussed and decisions are taken.

Governing Body Functions:

1. To ratify the decisions of the College Development committee.
2. Approval of new courses recommended by the College Development committee
3. To appoint Principal, the teaching and non-teaching staff on the recommendations of the selection committees constituted.
4. Scrutinizing and approving the budgetary proposals.
5. Suggesting and approving the student development programs.
6. Promoting industry institute partnership cell for student training and placement activities
7. To monitor and evaluate the teaching programs in the institute and suggest remedial measures
8. To constitute committees, sub committees & standing committees for specific purpose delegating appropriate powers.
9. Fix the fees and other charges payable by the students of the institute on the recommendations of the Finance Committee.

The college Level Committees: Academic Committee, Admin Committee, Admission Committee ,Alumni Activities Committee, Anti Ragging Committee, Purchase Committee, Health and hygiene Committee , Examination Committee, budget Committee, IQAC Committee, Library Committee, NAAC Committee, NSS Committee, Cultural committee, Student Grievance & Redressal Committee, Placement Committee, stress management and Sahajyoga committee, Website Committee, Women Empowerment Committee etc.

Recruitment of Faculty/Supporting Staff:

After completed the all procedure of Joint Director of Higher Education, Reservation office and University, Advertisements are published in the state and national level newspapers. Interviews are conducted by a panel consisting of senior faculty, Head of the Department, External subject expert, Principal and Chairman. Preference is given to relevant qualifications, teaching, research and industrial experience. The guidelines of the university and Government are followed during the recruitment of the faculty. Supporting staff are recruited by the panel consists of Sanstha representative, HOD's, Principal and Chairman. Promotional Policies Based on the staff

performance appraisal, they are promoted to higher levels. Qualification, Eligibility and Salary Structure as per UGC norms.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	http://www.pktck.in/wp-content/uploads/2022/01/6.2.2-1.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The management Recognizes the commitment and Dedication of the teaching and non-teaching faculty.it always strives to satisfy the need of the employees proactively.some facilities providedfor the welfare of theemployess of the institution are.

1. College Arrange get together for all teaching ,non teaching staff and parent institution Director body.
2. College provide advance payment against salary.
3. College provide health checkup facility.
4. College start Bachat gat(saving group) for staff members.
5. A canteen provided inside the campus with subsidized rates to provide refreshment to the staff.
6. Colleges provide Accommodation for principal.

File Description	Documents
Paste link for additional information	http://www.pktck.in/wp-content/uploads/2022/01/6.3.1.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for

teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

01

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	View File
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

11

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Institutions Performance Appraisal System for teaching and non- teaching staff there are two types of Performance based evaluation. The first is called "PBAS [performance based appraisal system]" and the second is called "annual secret-report". The PBAS provides a feedback of the faculty member. It helps them in understanding the changing needs of students. All teaching faculty member fill the prescribed format of PBAS for self-appraisal. This system encourages them to make excellent performance in teaching and learning. The institution has PBAS for assessment of teaching staff. The appraisal report is based on the annual performance of the employee on the basis of their academic, research and other extracurricular activities. This format [PBAS] is filled by the employee in a given prescribed Performa approved by university, which includes all the above set related to points and sub-points. The format contains 2 main parts. Part-A: General information Part-B: Co-curricular, extracurricular and professional development related activities Part- C : Research and academic contribution, The Head of Departments and The Principal give their comments and recommendation after observing PBAS form filled by staff. Submitted to IQAC office for scrutiny. PBAS form scrutinize with evidence documents provided by staff. This document considers for CAS promotion of staff another type of evaluation is called the secret-report of the employee. It is filled by all the teaching and non-teaching employees. It generally has two parts. The first part is filled by the employee. The last part is the evaluation by the Principal. It is then sent to Secretary of Bhairavnath Shikshan Mandal's for final Report.

File Description	Documents
Paste link for additional information	http://www.pktck.in/wp-content/uploads/2022/03/6.3.5.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The Institution conducts regular Internal and External Audits every Year. Internal Audit: Internal Audit is Done once in a year. This Audit is conducted in the Observation under college management, Staff Member, External Auditor are at the end of the financial year External Audit: External Audit is Done Once in a Year by the CA (Gund Gawade Co.) appointed by the college management.

The college accounts are audited regularly at the end of every financial year. College has following audits Structures.

1. Internal Financial Audits - Our college internal financial accounting and auditing is conducted by

Parent institution members, college principal, staff representative. Every year internal audit is completed within prescribed time. Suggestions are fulfilled before External Financial Audit.

2. External Financial Audits -College has appointed C. A.Gund V.B. as Statutory Auditor.

After completion of financial year Statutory Auditor verify financial accounting and other financial records and he submits audit report regularly. Statutory audit of 2020-21 was completed in 28 August 2021.

File Description	Documents
Paste link for additional information	http://www.pktck.in/wp-content/uploads/2022/01/6.4.1_.pdf
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college is a self finance institution. The main source of funding for the college is the fee collected from the students Budget is prepared as per the requirement of the various departments. The dispersal of funds for the needs proposed are strictly monitored by the principal. Expenditure receipts are maintained for various purchases made towards purchases especially related to the Administrative office, laboratory and library. The college follows a transparent accounting and audit practice.

Nevertheless, attempting to mobilize support from NGOs, Grampanchayat Khutbav and corporate world for financing its extension activities. The college is also applying for funding from various other bodies and university for organizing seminars / conferences and for carrying out projects.

Regular internal audits from the Chartered Accountant and external audits from the government make sure that the mobilization of the resources is being done properly.

The College Development Committee takes a review of the mobilization of funds and the utilization of these sources periodically in their meetings. The UGC Committee, in close coordination with the CDC and the IQAC, monitors the mobilization of funds and makes sure that the funds are spent for the purpose for which they have been allocated. The Purchase Committee takes care that purchases are done properly and in accordance with the rules.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

In Order to maintain and enhance academic performance and develop quality culture, college has established IQAC which is functional. The teachers from our College are attended the orientation course in Savitribai Phule Pune University. They are also allowed to attend various seminars and conferences to update their knowledge. Our institute also organize state, National and international level seminar through various department.

The following activities are organized by the IQAC.

A. Student centric:

1. Participated in Sport competition.

2. Increase student participation in various activities organised by Board of Student Development and NSS.

B. IQAC is organized training program for teaching, non-teaching and administrative staff members.

1. IQAC coordinated between teachers and students in the online teaching -learning process.

2. at background of Covid-19, IQAC made a plan to organize online State, National and International Webinar in June-July 2020.

3. The proposal of 2(f) & 12(B) has been sent to UGC.

4. AQAR for the academic year 2019-20 was successfully submitted on 31 December 2020.

5. IQAC provided the guidance on how to conduct online examination .

6. IQAC submitted AQAR of 2019-20 in stimulated time.

7. IQAC conducted online webinar for Non Teaching Staff.

File Description	Documents
Paste link for additional information	http://www.pktck.in/wp-content/uploads/2022/03/6.5.1-Final.pdf
Upload any additional information	View File

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

Academic review through periodical meetings:

The IQAC conduct periodical meetings with the departments, Internal Examination Committee, Council of the Heads, the principal, College Development Committee

throughout the academic year in the presence of the IQAC coordinator. College has various types of committees for Arts, Commerce and Science streams. This Committees conducts an academic review of all departments collecting information on academic activities, such as completion of study programs, unit tests, assignments, seminars, group discussion, quiz, education tour and other activities.

Use and enrichment of ICT infrastructure:

Due to COVID19 pandemic the institution has started of ICT tools more frequently. The IQAC has advised the administration to enrich ICT infrastructure by purchasing advanced ICT tools, broadband internet Wi-Fi facility. Periodically IQAC has trained teachers and non- teaching staff to use ICT by arranging different workshop. The educational use of social media has also been utilized to establish communication with the students and peers. In teaching and learning, the feedback system is implemented to take the review of reliability and uses of ICT facilities.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.pktck.in/wp-content/uploads/2022/01/6.5.3.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

1 NSS unit is started exclusively to encourage the girl students and the unit is successfully conducting various activities to serve the society.

2. Women Cell is set up for upliftment of girl students. Women Empowerment Cell is also active in the college. It organizes various events on awareness issues. College has appointed lady faculty counselors to guide the students and attend to the issues of the students. They motivate them regularly and guide them to lead a good life

3. Separate Bhondala festival celebrated every year.

4. Anti-sexual Harassment Committee is set up for girl student's prevent sexual harassment cases. Celebrations of International Women's Day.

5. Special attention in participation of girl students in cultural and sports activities.

6. Many Competitions related to girls organized every year.

7.. The college set up CCTV cameras in site the classrooms, Common lobby , Entrance of college, Office, Library etc for the safety and security manners. It helps to keep a

check on antisocial activities. Students and other employees in the college too remain cautious about the surveillance. Discipline is also maintained and it also provides a sense of security to the students and even their guardians.

8. Students wear identity cards at all times to ensure their identity. The institution takes good care of the students in every aspect.

9. For security of the girls in the college campus and to restrict unwanted entry, proper boundary wall with fencing have been constructed.

10. College also has guard to keep care of girl students. They perform their duties meticulously. It also generates a sense of belongingness in girl students. All the girl students have the right to report to guard anytime and the guards are available to help without fail. It instills a sense of security among the female students and their parents too feel assured.

11. Canteen is available within the college. A canteen is available to serve the girls and boys tea, coffee and snacks etc

12. The college has made arrangement of Sanitary napkin machine.

13. There is a Discipline Committee in the college to take care of safety and security of the students. It also keeps an eye on the working of all the employees as well as the activities of the students within the college. The college aims at zero tolerance against eve teasing/ragging with wide publicity which is maintained by the Discipline Committee.

14. Institution organizes various gender equity programs during this pandemic year (covid -19) by online mode. Institute organized International Women Day in online way. there was 136 girl students are present on zoom meeting at 5.00 Pm for this program.

15. On dated 10th March 2021 the institute organized program "JagarMahilashakticha" at 12 Pm. for this program singer Vaishali Mhade was present. In this 10 students expressed their thoughts.

File Description	Documents
Annual gender sensitization action plan	http://www.pktck.in/wp-content/uploads/2022/03/7.1.1.chart_.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://www.pktck.in/wp-content/uploads/2022/01/7.1.1.pdf

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste management

There are dustbins in all the classrooms and all the floors. Disposal waste is used daily for vermicomposting projects and the garbage waste which is not decomposed is being put into the pits on the college campus. Waste material is separated into dry and wet solid waste which is further used for making compost.

Liquid waste management:

Liquid waste from the point of generation like the canteen and toilet etc. is let out as effluents into a proper drainage facility and to avoid stagnation. Liquid waste generated on the campus is of two types:

1. Sewage waste
2. Laboratory, bathroom/washroom

The water is used for horticulture and gardening. The proper drainage system is arranged for all the buildings on the campus.

Biomedical waste management: The biomedical waste in college is distributed into four types infectious, hazardous, radioactive, and general in college campus. Land disposal method is mostly used for hazardous and infectious waste management.

E-waste management

Awareness programs about e-waste management are conducted on the campus for students, faculty, and housekeeping staff to promote environment-friendly practices as a part of "Swachh Campus" inspired by "Swachh Bharat" which was organized on 2nd October every year. Motherboard, compact discs, cartridges, etc. generated by electronic equipment such as computers, TV, printers are recycled properly. The e-waste generated from hardware that cannot be reused or recycled is being disposed centrally to vendors

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	http://www.pktck.in/wp-content/uploads/2022/01/7.1.3-Geo-tagged-Photo.pdf
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy

C. Any 2 of the above

initiatives are confirmed through the following
 1.Green audit 2. Energy audit 3.Environment audit
 4.Clean and green campus recognitions/awards 5.
 Beyond the campus environmental promotional
 activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

During this pandemic (COVID-19) year on dated 29th March 2021 institute organized a mask and sanitizer distribution program for students, Local people for awareness about COVID-19 by volunteers of NSS. On 1st May2021, the institute organized a blood donation and plasma donation camp for sending message to good health for students, teachers, and native People. During this camp, 17 people and 35 students donated blood and plasma for needy COVID-19 patients. The college organizes blood donation camps under the National Sevice Scheme every year.On the occasion of Mahatma Gandhi Jayanti, College has organized Swachha Bharat Abhiyan on campus side, roads, village, and local regions. The college organized the Journalists Honor program in respect of Coronayoddhas in this program 40 Coronayoddhas were present.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

Our college undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation: Values, Rights, Duties and responsibilities of the citizens. Human Right program was arranged by the institution under the department of Lifelong Learning and Extension Activities. It was organized on the occasion of birth anniversary of Rajarshi Chhatrapati Shahu Maharaj on 26th June, 2021 starts from 11 AM. Total 41 students and teachers attended the

program. On 26th November of every year, Constitution day was celebrated at the college campus by Department of History and Politics.. Our teachers narrated the fundamental rights, Duties, Values and responsibilities of citizens as stated in Constitution of India. He appealed to all to remember the struggle of freedom and respect the National Flag and National Anthem. Our constitution provides for human dignity, equality, Social justice, Human rights and freedom, Rule of law, equity and respect and superiority of constitution in the national life .The whole country is government on the basis of the rights and duties enshrined in the Constitution of India. A voter's pledge program was organized for students and faculties at of college .Earlier activities relating to this task were undertaken by our NSS and Every year Republic day is celebrated on 26th Jan by organizing activities highlighting the importance of Indian Constitution. Similarly constitution day also would be celebrated on 26th Nov. every year. Independence Day is also celebrated every year to highlight struggle of freedom and importance of Indian constitution.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

The institution organized National Independence day on 15th August, 2020. For this program 09 teachers were present.

Institute organized Teachers day on the occasion of Dr. Sarvapalli Radhakrishnan birth anniversary by online mode. For this program 49 students were present.

On dated 03rd January, 2021 institution organized program on birth anniversary of Savitribai Phule in online mode. For this program 41 students and teachers were present.

On dated 01st to 15th January college organized various programs on the occasion of "Marathi Bhasha Din Pandharvada". For this program 75 students were present.

The institution organized National Republic Day on 26th January 2021. For this program 6 teachers were present.

On dated 28th February 2021 college organized Science Exhibition on the occasion of Science day. In this program students represent there Scientific ideas and posters in the form of images, PPT's by Zoom meeting. For this program 55 students were participated by online mode.

Institution organized national Reading Day on 19th June 2021 by the Department of Library. For this program 19 students were present.

Institution organized International Yoga Day on 21st June 2021 by online mode. For this program 40 students were present in online mode.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice- I

'Local History Writing'

OBJECTIVE:

1. Encourage student to learn more about local history.
2. Include and encourage Students for writing local history.
3. Intrudes them to the various angles of History Writing.
4. To study records, buildings and other sources of information, to compile such sources in writing, by photography and other means.

THE CONTEXT:

In academic year 2020-2021 BhairavnathVidnyanMahavidyalaya introduce 2 new faculties in the college History is one of the subject of Arts Faculty. So we decided to start a new Best practice under the department of History, which is Local History Writing.

History Writing Workshop held on 2nd April 2021 in this workshop students learn how to do history writing at local level. Keynote speaker for this workshop was Dr. Prakash Pandharmise, head of the Department of History, ShreematiRatnprabhadeviPatil College, Bavda, Indapur. History writing is also run as the best practice by our colleges, local history writing of Khutbaw and surrounding villages has also started. We are currently writing the local history of Khutbav and to do this we are enlisting the help of 28 students from Khutbav in our college. These students are grouped and assigned tasks and accordingly history writing work is started with the help of teachers.

The link for the workshop is given below

<https://us02web.zoom.us/j/89138127480?pwd=a2hCNIRRBxQ1S09IVnpEhwcndiZz09>

CHALLENGES:

1. Collection of information.
2. Visiting places in COVIDE 19 situation.
3. Interacting with people.

IMPLEMENTATION OF THIS PRACTICE:

When we had a thought to conduct this best practice, we had conducted a guest lecture on History writing to teach students the techniques of writing the history at local level. But due to COVID 19 pandemic our student couldn't reach to the sources so we had to start it lately.

After the History writing workshop we took a meeting for selected students who are going to work on this practice and distribute them into the groups. After that we started working on this Best Practice.

For writing the History of Khutbav we used interview method and started taking interview of people such as Shri. N.M. Thorat sir, Shri. GorakhViththalThorat, Shri. Nikhil Thorat and many more.

Geographical importance:-

Khutbav is a village situated in Pune District, Daund Taluka. Shrouded by Lakdevasti, Testibite, Irrigation, and Ekerivadi. The Population of Kutbav is 4746, Male- 2599, Female- 2147.

Cultural Importance:-

After one day from Nagpanchami the people of Khutbav celebrated 'Sakaroba Festival'. There are 5 wadas in the village out of which 3 wadas together celebrate Sakroba festival. In this festival a clay idol of Sakroba (form of Lord Shiva) is made. And at dawn the idols are brought to a place in the village. There the women play with balloons. The men turn around. Aarti is performed there. After that the idol of Sakroba is placed on the head of three people and immersed in the ancient wells of the village. When this happens, two groups of people fall and a game called Kolatya is played between them. The game is played until the idol is dissolved.

Village Goddess of Khutbav is 'Bhairavnath'. People also celebrate Bhairavnath Yatra Festival after 9 days from Hanuman Jayanti.

Economical importance:-

The village of Khutbaw is known as the home of poultry farms. From here eggs are traded in various places like Daund, Indapur, Pune. Therefore, poultry business is very important for the economic development of Khutbaw.

Apart from this, the market has been filling up every Sunday for the last five years in view of the growing population and development of Khutbaw.

Khutbaw Gram Panchayat has recently signed an agreement with Agro Texas. The feature of this is that WhatsApp group of Khutbaw villagers has been formed. Using the latest technology, the villagers get a good price for their produce.

Educational importance:-

In the year 1965 the District Primary School were started in Khutbav for Primary Education. In the year 1984, only primary education was available in Khutbav area. Many students had to drop out of school due to lack of secondary education facilities. Students, especially girls, were at a disadvantage to pursue further education. Therefore, no one should be deprived of secondary education. Bhairavnath Vidyalaya was established on 21st June 1984 as the first branch of Bhairavnath Shikshan Mandal by Rameshappa Thorat and villagers, office bearers and teachers. Initially, due to lack of space, the school was located in the village. Of To Filled in the Society building and in the temple. However, after the grant was given to the eighth to tenth units in the year 1988, the new building was planned in the year 1989 and on 24th October 1992, the then Union Minister of Defense Hon. Mr. The building was inaugurated by Sharad Chandraji Pawar. By establishing a secondary school in Khutbaw, the institute had marked the beginning of branch expansion. Many branches of this tree spread to other villages in the area. The sole purpose of this was to stop the neglect of students for their education and to provide them with quality education.

•

News paper cutting/ Link

1. <https://us02web.zoom.us/j/89138127480?pwd=a2hCNIRRBxQ1S09IVnpEhwncndiZz09>
2. <https://public.app/s/JKqio>
3. <https://public.app/s/yPLfn>

Best practice- II

Do you know me!

Objectives:

Good Practices for Plant Identification for the Herbal Industry.

Providing detailed information about plant species.

Practical tools for industry members to accurately identify medicinal herbs.

To introduce classification of plants and their nomenclature.

To become familiar with basic plant morphology.

To understand the economical and medicinal uses of plant.

The Context:

After completing the background knowledge activity (formative assessment), the teacher can review about plant information. The teacher will lead a class discussion where students will use their background knowledge to make connections of medicinal plant and their medicinal and economical uses.

The teacher can also share a real chart with students and have the students look closely at the parts of the plant as they discuss why each part is important.

Challenges:

Collect the one plant and its information about known and unknown species of plant.

To collect plant species of various area and prepared the poster.

Give knowledge about this plant.

To collect plant species of various area and prepared the poster .

Implementation of this practice:

DO YOU KNOW ME activity started on September botany department at Bhairavnath Vidnyan Mahavidyalaya. The first year students participated in this activity. This activity was conducted under the guidance of prof. Satav dipti. According to this activity, identification, classifications, nomenclature, medicinal uses and economical use of plants are studied.

After this the information should be taken by the student writing on the card sheet and the photo of the plant was displaying. These card sheet were displaying on online zoom meeting. In addition to this, the plant was placed in the pot to the front side on stitched card sheet. This plant was planted for 30 days at home. During this time the responsibility of caring for the plant was given to the student who made the card sheet. The name of the student was written on the card sheet.

The Practice and Evidence Of Success:

To understand morphological characteristic of plant.

To information about medicinal and economical uses of plant.

To known the geographical area of plant and ecological adaptation of plant.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Bhairavnath Vidnyan Mahavidyalaya, located at Khutbav, Tal.-Daund, Dist.-Pune. The

college affiliated to Savitribai Phule University, Pune. The college has its mission statement. It has very much importance in the overall progress and development of the institution. The college always tries to function uniquely, innovatively, and distinctively from the other institutions. As far as our mission and vision is concerned, the college always tries to implement the distinctiveness in the work. One of the mission statements is "To impart quality education to rural student for holistic development to contribute the national development. "This higher education institution was established back in the year of 2009, and the main aim was to provide an opportunity to the rural students of this area especially the rural girl students to pursue the higher education for their development and progress of the family. The students to get an opportunity to participate in every activity of the curricular, extra-curricular and extension activities. Through the NSS, Earn and Learn scheme, the girl students get a stage and Dias to develop their academic as well as professional, cultural, social consciousness, alertness, responsiveness. Student welfare offers them the schemes to earn their own means by participating in earn and learn scheme to fulfill the partial fees of the education and they can stand on their own legs independently. The college organizes the woman empowerment activities for making them confident enough to struggle the battle of life. Various eminent woman personalities are being invited for the guidance on several issues. Cultural department provides them with an opportunity to participate in various cultural competitions of the university level, intercollegiate. in COVID-19 pandemic. The institution organized various programs by online mode like national and international webinars, cultural programs, Science day, and lectures on competitive exams.

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

7.3.2 - Plan of action for the next academic year

Nil