



YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	MATOSHRI SUBHADRABAI PATIL ARTS AND LATE PANDURANGJI THAKARE COMMERCE COLLEGE, MANORA
• Name of the Head of the institution	DR N S THAKARE
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07253263207
• Mobile no	8975184724
• Registered e-mail	mstkpt@rediffmail.com
• Alternate e-mail	nanduthakre@gmail.com
• Address	MANORA DIST: WASHIM
• City/Town	MANORA
• State/UT	MAHARASHTRA
• Pin Code	444404
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Grants-in aid				
• Name of the Affiliating University	SGB Amravati University, Amravati				
• Name of the IQAC Coordinator	DR M N IQBAL				
• Phone No.	07253263207				
• Alternate phone No.	8975184724				
• Mobile	9890606510				
• IQAC e-mail address	iqacmsp@gmail.com				
• Alternate Email address	Khan2013msp@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://mspkptmanora.ac.in/IQAC/1695712463.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://mspkptmanora.ac.in/Calendar/1695713402.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B	2.39	2021	08/02/2021	07/02/2026
Cycle 1	B	2.01	2014	10/12/2014	09/12/2019
6.Date of Establishment of IQAC			05/04/2013		
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	
NIL	NIL	NIL	NIL	NIL	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	4	
<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 	No File Uploaded	
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)		
<ul style="list-style-type: none"> • Post Graduate Courses started in Chemistry, Botany, Zoology, Mathematics & English 		
<ul style="list-style-type: none"> • Encouraging teacher for online Faculty Development Programme, Refresher Orientation Course ,SWAM & MOOC Courses 		
<ul style="list-style-type: none"> • Strengthening Mentor system for academic and stress related issues. 		
<ul style="list-style-type: none"> • Green Environment Awareness in society. 		
<ul style="list-style-type: none"> • Started Research center in Botany ,History, Library & Information Science & Commerce. 		
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
Construction of Women's Urinals for staff & PG Lab construction	During the year college Completed the separate toilet for ladies staff.
Renovation of Play Grounds	Renovated the play grounds of Kho-kho, basketball, long jump etc.Completed
Encouraging teacher for online Refresher Orientation Course	90% Teachers completed Refreshers, Orientation Courses & FDP's during this year.
Maximize ICT use in Teaching Learning and evaluation	College teachers used maximum ICT measures for their teaching.
Increase Tree plantation in college premises and locality	College increased the plantation in the campus & outside the campus.
Green Environment Awareness in society	College developed green Army club and College aware the society about green environment through campaigning and extension
Organizing workshop on Health awareness, Nutrition awareness , Workshop for Local Farmer, Nursery Management workshop, Career Katta Workshop	College organised the various Workshop during the year
100% Doctorate degree holder staff	54% teachers completed Ph.D. degree up to now.
Strengthening Mentor system for academic and stress related issues.	It is regular activity of College & continuously working on this activity.
Training program for Employment and Self Employment	Career Counseling Cell organized seven days training program for all students.
Financial Support to the Needy Students	91 students benefited by college level financial scholarships.
Applying for Research Grant to UGC and DST	Teachers from Science stream applied to research grants.

Research Paper should be Published in UGC Care List	12 Teachers Published Paper in UGC Care Listed Journals
To start Research Center in Botany, Zoology , Physics, English.	College have successfully established the research center in Botany.
Purchase more then 1000 Titles in Library.	College have completed the target during this year.
Increase Competitive examination books and Journals	College have increased the Books in this regard.
PG Courses in Chemistry, Botany, Zoology, Mathematics & English	College Started PG Courses in Chemistry, Botany, Zoology, Mathematics and English

13. Whether the AQAR was placed before statutory body?	Yes
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- Name of the statutory body

Name	Date of meeting(s)
CDC	05/07/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	10/02/2023

15. Multidisciplinary / interdisciplinary

MSP Arts, Science & KPT Commerce College Manora is a multidisciplinary college offering the degree programme in the Arts, Commerce & Science faculty. The institute offers the various courses in Science faculty mainly the basic science subject i.e Chemistry, Botany, Zoology, Physics, Mathematics and Computer Science, even in Arts and Commerce at undergraduate and post graduate level. College having Ph.D. Research Centres in Chemistry, Library and Information Science, History, Botany and Commerce. In this context of the transformation of future vision of NEP-2020 and its implementation respective adaptation will planned under specially constituted committee.

16. Academic bank of credits (ABC):

MSP Arts, Science & KPT Commerce college affiliated with Sant Gadge Baba Amravati University, Amravati. University started the implementation of Choice Base Credit System at UG degree programmes from this year which helps the student to gain the credits by offering the various courses at degree level. The CBCS is already implemented for PG degree programme by University. The institution already registered for NPTEL and also took hard efforts to enrolled the students for online courses from where the students can earn the credits from most renowned higher education institution. This will help the students to cash the credits in their Academic Bank. College also promote the student for SWAYM, MOOC Courses.

17.Skill development:

The Skill development programs were designed to sharpen the students and improve their skills to retain their Knowledge. This will help the students do their jobs competently. The students Development Cell in the college is already work on different level by organizing seminar, workshops, guest lectures to build up the confidence among the students. The college student Development Cell every year organized workshop on soft skill development. The college has two certified trainer certified by Sant Gadge Baba Amravati University Amravati. The department of Physical Education and Sports organized Physical Fitness and Yoga programme to develop the skill among the student for their life.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The National Education Policy 2020, aims to reconfigure the education system of India on the framework of Indian Knowledge System. The institution frame the strategy to inculcate the Indian Knowledge System in the teaching- learning curriculum by providing the facilities to teach in bilingual languages while teaching in class room so that the students can understand the concept in easy way. The faculties of Arts, Commerce & Science organised the programs in regional languages for students, where the students participate and understand the theme very easily. The institution also promote the Indian Knowledge System by publishing programme schedule in regional languages. All the faculties try to deliver their subject knowledge in local or marathi, hindi language for better understanding.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The new education policy NEP-2020 seeks to encourage experiential

learning. Learning objectives and application based learning rather than rote learning. As a part of this system every year institute participated in research festival like Aavishkar organised by University even organized National Science Day , Innovation and Competitions to explore the student's innovative minds.

College administration and IQAC strictly follows the Outcome Based Education policy. through various functional committees the academic and cocurricular tasks have been accomplished. the representation of students on various committees provide the vast inclusion of them. to incilcate the research temper among the students, we promote the students to participate AVISHKAR like research conventions. the Mentor mentee scheme of the college provides extra attention towards each mentee and their personality and overall development.

20.Distance education/online education:

According to National Education Policy it gives more trace on distance education and online education where it opens the wide access to education and training for employed students by offering n-number of programmes through online mode or through distance educations. Faculties also encorage to conduct online skill/ add-on courses. The teachers and students of the instituter registered for online SWYAM or NPTEL courses. Separate distance learning center of YCMOU is available in the instituet. Wherever online education is needed the institute is able to give the facility. During the session departments of college offered online education by zoom, google classroom and whatsapp.

Extended Profile

1.Programme

1.1 160

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 378

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 592

Number of seats earmarked for reserved category as per GOI/ State
Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 162

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 28

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 31

Number of sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	160
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	378
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	592
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	162
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	28
File Description	Documents
Data Template	View File

3.2	31
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4. Institution

4.1	16
Total number of Classrooms and Seminar halls	
4.2	17752909.6
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	56
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

Affiliated colleges are to carry out the syllabi made by the BOS (Board of Studies) of the respective University. In the academic session 2022-23 CBCS pattern which is one of the key point of NEP-2020 was introduced for entry year student and. IQAC at the outset of the session prepares an Academic Calendar which embodies curricular, co-curricular, extracurricular activities. Every department has to prepare their timetable according to workload. Teachers keep their academic diaries which contain schedule of lectures, tutorials, practical, monthly review of teaching. Induction program conducted for fresher students. One week Bridge Course is taken by every department. Unit tests are taken every month, their results are shown to them and discussed with. Principal holds periodical Meetings of HoD's to take review of curriculum. ICT tools are used by teachers for effective curriculum like LCD projectors, ETNL software, zoom, College website for communicating upcoming events of the college. Advance & slow learners are prompted by recommendation of e-resources like

INFLIBNET, N-list, eBook's, videos, ppts, extra BT cards etc. Mentor-Mentee Scheme carried out in order to identify students problems like Academic, Social and financial. Feedback from students is regularly collected as regards curriculum, analyses and necessary action taken against the concerned employees. Information as to syllabi collected and updates recommended by university are shared with students and teachers with consistency. In addition, WhatsApp groups, google classrooms, telegram etc. are applied to convey the students and teachers notifications and directions.

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

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The institution has started consistent efforts regarding internal assessment according to directives and guidelines of Parent University. The internal examination committee monitors and conducts internal examinations in the college. The college takes class tests, tutorials, unit tests, departmental seminars/posters/Group Discussion/Project works/Practical examinations/Home assignments/ tests and so on for CIE. The students are thus awakened of the regular internal evaluation. The syllabus for the internal examination is conveyed to the students by teachers. Internal marks of students are displayed on the departmental notice board. Students who are not contented with the results are given one more chance to reappear in examination. The students who participate in extra-curricular activities are assigned separate time to complete their internal assessment. The benchmark of the evaluation includes roll call, tutorials; practical, field projects, research projects, assignments/seminars/oral presentations and the score got in the internal tests. The schedule of UT, assignment and other co-curricular activities or CIE are shared through prospectus, notices on website, whatsApp groups, google classroom etc. Departments of Science organizes activities like Quiz competition, elocution competitions, poster presentation etc.

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

<p>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</p>	<p>A. All of the above</p>
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File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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

06

File Description	Documents
Any additional information	No File Uploaded
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)

11

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

215

File Description	Documents
Any additional information	No File Uploaded
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

Gender:

This domain relates to the subjects such as in Home Economics, political Science, Marathi, History, English and sociology.

Environment:

This is related to Home Economics, Marathi, Sociology, Chemistry, Commerce, Botany, Zoology, Physics, Sociology and English subjects.

Sustainability:

This can be discovered in subjects such as Marathi, Sociology, Chemistry, Economics, Commerce, physics etc.

Human Values:

Human values can be sternly found in the subjects like Marathi, Economics, English, History, Sociology and commerce. At the same time in prose, poetry, dramas, novels, short stories issues related to Gender and environmental sustainability are addressed. Apart from the syllabus, the institution organizes different programs for these aspects as follows:-

Gender:

Anti-Harassment committee, Workshop on Diet and health for girl students

Environment and Sustainability:

Medicinal and Tulsi Garden, Disaster management, Tree Plantation in the campus, Polythene removal awareness, World Sparrow Day, World Ozone Day, Wildlife conservation week

Human Values:

Blood Donation Camp, World Aids Day, Aids Awareness, Celebration of NSS Day, International Yoga Day, Voters Day, Indian Constitution Day on 26 November and Lecture series.

File Description	Documents
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

04

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
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
Institutional Data in Prescribed Format	View File

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

166

File Description	Documents
Any additional information	View File
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

File Description	Documents
URL for stakeholder feedback report	https://mstkptmanora.ac.in/Notice/1708512755.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

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	No File Uploaded
URL for feedback report	https://mspkmnora.ac.in/Notice/1708512755.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 students admitted during the year

378

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

551

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 institution organize basic subject knowledge test for newly enrolled students. Induction program is conducted for fresher and

their area of interest are assessed by the mentor teacher. Students are recommended to follow their interest for choosing their career path. Various programs are conducted for slow and advanced learners.

Special program for slow learners

Bridge Course is conducted in the beginning of the session to help Students Bridge the gap between their previous knowledge and expected competence for the program enrolled to.

Mentor mentee Scheme is helpful to assistant slow learners mentor keeps close contact with the progress of the slow learners.

Remedial Classes are conducted for the students who fail in university examination they are provided model questions and answers.

Learning Material is provided to slow learners according to their competency.

Programs for Advanced Learners

Merit Mission, Extra BT Card, Aavishkar, Seminar Competition, Group Discussion, Provide them reference Books for more study, Additional Test, Question Bank.

Advanced learners are encouraged to go for participative learning, critical analysis of particular topic. Burning issues are discussed with the advanced learners to widen their perspective. Students are given chance to reflect on the problem to make them innovative.

Leadership Qualities of the students are assessed by conducting group discussion. Their team work skills, collaborative attitude and critical thinking skills are noted and they are inspired to develop their thoughts and ideas.

Start Ups and entrepreneurship

Guest lectures are organized on the topic to help students to become entrepreneur and successful businessmen.

File Description	Documents
Paste link for additional information	Nil
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
594	28

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

Teachers of the institution use different teaching approaches depending on the importance and difficulty of the concept.

Experiential Learning

Teachers from science department use demonstrative method to show students exact working of the things. Students are taken to the field to show them the live phenomenon. Observing life cycles of plants and animals in their natural habitat is a part of experiential learning for students. Programs like internship, on the job training, industry visit, help students deepen their knowledge.

Participative learning

Students are forwarded to Participate in University Level Competition, Elucation Competition, Aavishkar Competition Collaborative work is undertaken with government bodies or NGOs to study the problem. Team work Skills, interpersonal skills are taught to students in these learning practices. Disaster relief program, vaccination drive are organized with the help of local bodies.

Problem solving Methodology

Problem solving methodology is a great tool for making students innovative thinkers. Students are encourage to find the problems and they are trained to critically analyze the problem and find out the best solution. Case study method is adopted by teachers to teach them critical thinking. Critical appreciation of literary text also paves way for problem solving strategies Management study, Economics theories also discuss problems and their possible solution.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

21st century teaching learning process cannot be imagined without use of ICT technology. Teachers are using teaching learning resources for making their teaching learning process interesting and effective. Choice based credit system allows students to go for self-paced learning courses available on the various platform. Social media platform like YouTube, LinkedIn WhatsApp are used for information transfer.

Communication Technology

The Zoom app, Google Meet, WhatsApp and other video conference channels are used to interact with students. Learning management software like Google classroom, Moodle are used for online courses and notification.

Teachers follow blended mode of assessment. Assessment is carried out in online and offline mode. Learning material is also transferred to students on learning management system.

Digital libraries like N List facility and Inflibnet resource center is used for accessing recent information on syllabus topic. Web resources like PDF drive, Gutenberg.org. Wikipedia, internet archive, blogs are used for accessing books free of cost. Reservoir of Indian Theses like eShodhganga for conducting research.

Facilities offered by Google are very much useful for updating

teaching learning process. Google's facilities help teachers to accomplish difficult task in efficient way. Online tools are used for conducting research.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

28

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

28

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

12

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

314

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 institution follows the guidelines issued by the parent university. The institution has also developed mechanism for internal assessment. Chairman of the IQAC plans the activities according to the structure of the programs offered by the institution.

Choice based credit system implemented by the university offers ample scope for the transparent and robust internal assessment. There are credits assigned for sports activities, NSS activities and online courses which help teachers connect with the students and better understanding of the individual traits of the student for assessing him.

Internal Assessment examination are conducted frequently in both odd and even semesters. Students' involvement in curricular and co-curricular activities are also considered for their assessment.

Internship program and work experience

Internship program and work experience help teachers to analyze students' work capacity and recommend the employer about students' capability. Practical work experience familiarize students with industry.

Students participating in NSS and other activities are allowed additional time for completing their internal assessment work. Assessed answer sheets are discussed with each student for improving their result. He/she explains the performance of the student in all details and advises him on how to improve the performance in the forthcoming assessments test. The students are given fair chance to reappear for examination if they wants to. The performance of the students is also displayed on notice board and on the college website and on WhatsApp group.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The institute follows transparent internal evaluation system. Students have every right to approach the authorities regarding any grievances they might have about any aspect of the conduct of the internal examination and evaluation. The institution has to follow guidelines of the parent University for Internal Marks Allocation. Guidelines are prepared by the Internal Quality assurance cell for conducting internal assessment examination. Students can complain to the head of the department regarding unfair evaluation in any subject. They can even approach internal examination committee of the concerned department for resolution of grievance. Head of the department and internal examination committee in-charge tell the concerned subject teacher to show him his assessed answer copy and expected answer for improving his writing skills. Students can reappear for examination if they are not satisfied with their internal marks. Students who missed certain test or activity, on account of NSS, cultural or sports

activities or illness are given fair chance to reappear for internal examination. It is compulsory for every teacher to declare the result of internal assessment within the period of 10 days. And students can approach their teachers or any authority of the institution for the grievance in their internal examination.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Introduction of the choice based credit system lays focus on outcome based education system according parent university has formulated the expected outcomes of various courses and programs. These formulated outcomes are printed in the syllabus copy of the particular program and course. Expected outcomes and skills to gain from the course and program are also stated in the syllabus. Courses like ability enhancement course and skill enhancement module lays emphasis on the practical implementation of the expected outcomes. The teachers can easily analyze whether the students got the point clearly or not.

The Program Outcomes (PO), Course Outcomes (CO) and Program Specific Outcomes (PSO) are stated and displayed on the websites. It is also displayed on the college notice board.

These are intimated to the students in the class room. Teacher and students discuss the outcomes stated by the institution. Students are informed about the possible career opportunities after the Course completion. Every text book contains these objectives in its preface.

The institution has formed communication channels among all the stakeholders to ensure that objectives of the curriculum are achieved in the course of implementation. Also, the college ensures that during the course of implementation, the stated objectives of the curriculum are achieved.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.mspkptmanora.ac.in/Download/1579947869.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The newly introduced choice based credit system lays emphasis on outcome based education. Parent University has prepared expected outcomes of programs and courses and has printed it in the syllabus copy of the particular program or course. These outcomes are discussed with the students in the classroom and they are told to improve their competence according to the outcome.

The institution has set mechanism to calculate course outcomes, program specific outcomes and program out comes. IQAC as per the guidance of college development committee discuss assessment outcomes for the programs offered by the institution. The institution conducts separate tests, and feedback from employer for calculating the outcomes set by the institution. The institution organizes various cultural programs university representative election, NSS Camp, Research ventures like Avishkar, model demonstration for assessing the outcomes set by the institution.

Programs like Teacher's Day is conducted for assessing students' teaching skills. Multimedia integrated presentations are organized for assessing students' technical ability. Fun Activity like Anand Melava gives them experience of hands on training of business skills.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.mspkptmanora.ac.in/Download/1579947869.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

40

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://www.mspkptmanora.ac.in/Result/1715395289.pdf

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)

<https://www.mspkptmanora.ac.in/Download/1708944471.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)

0

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)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

05

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

0

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

College incubation centre run through the Research committee which takes initiative to build up the research temper among the budding researchers. Committee select the researchers students and forwarded them for National, State & District Level Avishkar competition and Poster competition university level, committee members and chairman of the research committee arranged various workshop for the sake of development of innovative ideas among the students. In the current academic session we have forwarded various students for District, University & state level competition. Various students of our college take part in the workshop , seminar and postercompetition organised by University and differet colleges of Amravati region to transfer Knowledge and take initiatives for creation and development of innivative ideas among the students.

Outcomes:

Sr. No.

Name of participant

Prize and participation

1

Vaibhav Subhash Kamble

Participation Certificate

2

Ku. Mayuri Anil Thombare

Consolation Certificate

3

Ku. Kanchan Gopalrao Ingole

Participation Certificate

4

Ku. Priya Manoj Challiwal

Participation Certificate

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.mspkptmanora.ac.in/Workshop/1707445663.pdf

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

10

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

10

File Description	Documents
URL to the research page on HEI website	https://www.mspkptmanora.ac.in/Notice/1715400734.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

09

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

7

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Extension Activity catering to the needs of society in the rural areas ran in the college is as follows:-

1. N.S.S. Unit of our college ran the Cleanliness drive at Gram Parwa of Manora Tehsil District Washim. Swacchata even ran at Police station, Tehsil office & Govt. Rural hospital of Manora. NSS unit ran the Cleanliness drive activity along with Gram Parwa the NSS volunteers did the Street Play on Plastic awareness.

2. Students of Chemistry test the drinking water of Manora region and aware the society about quality of water.

2. Environmental Awareness & Green Campus Drive ran by College for which College. Students of Botany regularly ran extension activity for to create Environmental Awareness for the High School & College Students of Manora Tehsil.

3. Physics Students created awareness about renewable energy in nearby villages.

4. Students of Zoology to created awareness about various diseases of peoples of Manora tehsil to visit at the home.

5. Nutritional Awareness in Rural Society an extension activity ran by Home Economics students.

6. Awareness Regarding Government's Farming Project: "E-Pik Pahani" among Rural Farmers ran by Commerce Department.

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

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

04

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - 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

3.4.3.1 - 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

05

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

757

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

01

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

05

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
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.

MSP & KPT College, known for serene lush green campus, spread over area of 14164 sq.m with total built-up area of 4372sq.mts is committed to achieve academic excellence by providing quality education. The institution ensures adequate availability and optimal utilization of physical infrastructure. The management's passion to provide the best environment with the infrastructure of global standards for curricular and co-curricular activities. The campus houses science laboratories, ICT-enabled classrooms, a library, NSS rooms, ladies' common rooms, a well-constructed auditorium, a conference hall and a canteen. Infrastructure for sports consists of a gymnasium, an indoor sports complex and sports grounds. Auditoriums with a sitting capacity of 250 and 150 respectively. There are 5 University recognized PhD research centers. However, PhD guides are available in 5 subjects including Chemistry, Botany, Library science, History and Commerce. College divided in 3 wings, 14 classrooms of 30x 20 sqft and B.com I classroom with 20X 31sq ft, B.com III 17X 25 sqft, Music room 17X 15 sqft and 10 PG classrooms 12x17 for teaching learning process. 09 labs equipped with essential equipment's and apparatus. 56 computer, 06 LCD projectors, 01 institutional Laptops, 3 scanners, 5 printers, 01 Stabilizer, and 1 overhead projector, solar system and 5.5 KV generator.

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

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

The college has adequate facilities for sports, games (indoor, outdoor, Gymnasium, Yoga center etc) and cultural activities. Area size year of establishment and user rate. Outdoor Games. State of art indoor sports complex and 200 mtrs running track are developed on the campus. College has various playgrounds in its premises. It has Volleyball, Badminton, Basketball ground, Yoga center, Meditation Hall, Kabbadi ground KHO-KHO. The college has Single and double Bar The college has Ground for Long Jump and Throwing Event ground. The college has Cricket Net practice. All these ground along with Physical Director are great opportunity for students to develop their sports ability. Ground User rate is 38% Meditation Center size 12X18, Auditorium Hall The college has spacious auditorium of 55m×35m with internet and projector facilities.Cultural Activities .Hall for Performing Arts: 167.2 sqm. The M.S.P. College GEMS provides a platform to the students to develop inner potentialities participating in various events including drama, skit, mime, dance, singing, entrepreneurship and a sense of social service. Every year Trade Fair, the NGO visits, sports carnival have been organized. In order to make rehearsals, adequate space will all required facilities including collar mics, acoustics, musical instruments, trainers and directors have been made available for the student participants. User rate: Around 10% students get exposed to trials and audition tests.

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

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

16

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mstkptmanora.ac.in/Download/1707197895.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)

530912

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)

Yes, Library is automated using Integrated Library Management System (ILMS). This Software enables efficient library administration to provide user services. The SOUL Software has following Modules. The module enables library staff to handle all the main functions, such as Suggestions management; Order processing, cancellation and reminders; Receipt, Payment and budgetary control; Master files such as currency, vendors, publishers etc.; and Reports. Catalogue-module is used for retrospective conversion of library resources. It also facilitates library staff to process of the newly acquired library resources. This module takes care of all possible functions of circulation. Sufficient care has been taken in designing this module starting from membership management, maintenance and status

of library items, transaction, Inter Library Loan, renewals & reminders, search status and report generation according to the status of the items. Major functions of the circulation module: Membership; Transaction; Inter-library loan; Overdue charges; Reminder; Search status; Maintenance of the items such as binding, lost, replace, missing, withdrawal, etc.; and Report generation based on the various requirements. One of the major attractions of SOUL is its robust Online Public Access Catalogue (OPAC). The OPAC has simple and advanced search facility with the minimum information of the item by using author, title, keywords, class number, accession number or combination of any of two or more information regarding the item. Serial Control- Managing serials is the most complicated job for a library. The module keep track of serials in the library effectively and efficiently.

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

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

A. Any 4 or more 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)

File Description	Documents
Any additional information	View File
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

41

File Description	Documents
Any additional information	No File Uploaded
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 provides computer facilities to the students to learn experimentally and also to gain access to cutting-edge technologies in the IT world. These systems have excellent networking facilities with additional Wi-Fi routers in each block.

The IT facilities that are available in supporting academic and non-academic activities include:

1. Desktop computers in all departments.
1. Wi-Fi Internet throughout the campus.
1. All desktop computers are connected to Campus Network.
1. Laser Printers are provided in major departments.

1. Desktop computers & LCD projectors are available in all smart rooms.

1. Curriculum-based software's are regularly updated based on the need in every semester.

Sr. No

Particulars

Availability in Numbers up to 2020-21

Added in 2021-22

Added in 2022-23

1

DESKTOP COMPUTERS

47

0

09

2

SERVERS

02

1

0

3

PRINTERS

06

2

0

4

ROUTER

0

0

0

5

SWITCHES

23

0

0

6

LAPTOPS

00

0

01

7

PROJECTORS

06

0

0

8

SCANNERS

04

0

0

9

CCTV CAMERA

24

0

3

10

UPS

0

0

0

11

LCD Monitors

0

0

0

12

TV

02

0

0

13

Wi-fi adaptor

03

0

0

14

Xerox Machine

02

0

0

15

Multimedia Speakers

02

0

0

16

Headphones

20

0

0

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

4.3.2 - Number of Computers	
56	
File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File
4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS
File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File
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)	
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.	
College has dedicated a maintenance committee to oversees the maintenance and upkeep of the physical infrastructure, facilities, green areas etc. The College have contracts with skilled manpower for civil work, electric work, plumbing, carpentry work,	

horticulture etc.

1. The infrastructure facilities such as class-rooms, buildings, green areas, etc. are maintained by the maintenance department at each campus.
2. The maintenance of equipment like Generator Sets, General Lighting, Power Distribution System, etc. is undertaken as per their preventive maintenance schedules, guidelines by the equipment supplier.
3. The maintenance of equipment's for water pumping plants, etc. is undertaken as per their preventive maintenance schedules, guidelines by the equipment supplier.

Maintenance of Services: College provides various services / facilities to the students, faculty and staff and are maintained by respective service providers as per contract: Cafeteria facilities

Maintenance of Equipment's: college has laid down guidelines and structure for the maintenance of various types of equipment's as under:

Major laboratory equipment's are under Annual Maintenance Contract for their regular preventive and corrective maintenance.

CCTVs, LCD, Laptops, Desktops, Printers, and Wi-Fi etc. are maintained through IT department.

Fire Fighting equipment's in various blocks, labs, offices, etc. are maintained at various Department in the Campus.

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

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

362

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

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

78

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

A. All of the above

File Description	Documents
Link to Institutional website	https://mispkptmanora.ac.in/Notice/1703038462.pdf
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

2983

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

2983

File Description	Documents
Any additional information	View File
Number of students benefitted 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

A. All 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	No File Uploaded
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	No File Uploaded
Details of student placement during the year (Data Template)	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

79

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
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

02

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	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.

07

File Description	Documents
e-copies of award letters and certificates	View File
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)

Students Clubs:

Departmentshave their Subject related Associations. They organizes

various subject activities like Workshops, Study Tours, Seminars, Group Discussions, Guest Lectures etc.

Various Internal committees:

The college has several internal committees in which at least two active students are nominated by the Principal and head of the department as a supportive to the committees of the institution. The aim of this scheme is to understand various work done in different committees of college. Like- N.S.S. Committee, Cultural Activity/ Youth Festival Committee, Games and Sports Committee, Library Committee, College Souvenir Committee, Student Grievances Discipline Committee, Women Anti-Harassment Committee, Student Guidance and Placement Cell, Garden Committee, Maintenance Committee, IQAC, Research Committee, Alumni association.

Cultural Committee:

Cultural Committee is constituted to promote the cultural activities among the students during the annual cultural and sports events. The students representatives are actively participate and manage all activities for students during the events and meetings. The representatives involves inorganization of various events during the events throughout the year.

Sports department:

Sports department is also dedicated to arrange various Sports activities based on certain themes. Student representatives nominated as the member of the committee.

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

22

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
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

The Alumni Association of M.S.P. Arts, Science and K.P.T. Commerce College Manora is duly registered under the Societies Registration Act 1860. (Reg. No.106/2019, Date:19,07/2019). The association meets in regular intervals in every year. This association also works like an advisory body to link all the stakeholders.

Financial support: The association has maintained amount of Rs. 1,49,423/- during the 2022-23 academic session in the separate bank a/c maintained. Alumni allotted Scholarships of Rs.2,000/- to existing students.

Non Financial Support:

The Alumni Association works at rural areas by organizing Taluka level GK test on the occasion of Shri Chatrapati Shivaji's Birth Anniversary. The alumni members help to the NSS unit for adoption of village for its annual NSS Camps. Campaign on Environmental issues etc. The present students are inspired by their precious guidance at the Science Day Program at college every year they participated as host with faculties. The institution takes feedback from the Alumni to improve the quality in the progressive aspects.

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
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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:

Creating the foundation upon which our new generation can do their intellectual development & grow their moral strength.

Mission:

- To provide the right sort of leadership in every field of life.
- To develop their potential fully by developing physical fitness, cultivating fair interests & participation, ethical & intellectual values.
- To promote equality & social justice among the students.
- To serve as a soul of nation.
- To boost scientific and technological temperament & to develop tolerance.

The Governance of the Institution:

- The College Development Committee (CDC) was established for the aim of effective deployment and execution.
- IQAC plans to enhance the quality of the education and maintaining quality in teaching, learning and evaluation.
- There are 26 internal committees functioning in the institute.

- Teaching, Non-teaching staff and students have participation in all decision making bodies such as CDC and IQAC.
- Promote the excellence in students through student induction programme, Mentor Mentee Scheme, participation in seminar, group discussion, workshop, expert talk of respective filed, extension activity, Mahavidyalay Aplya Dari, Taluka Level Competitive Exam, Sports & Cultural Activities, Financial and other assistance to deserving & meritorious students.
- The institution prepares perspective plan for systematic & phase development.
- Teachers play important role as motivators and spearheads of cultural & socially conscious activities by steering the NSS, Study Centers and Sports.

File Description	Documents
Paste link for additional information	https://www.mspkptmanora.ac.in/
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 CDC and IQAC serve as the apex decision-making bodies at the college level. The CDC is made up of members of the governing body, alumni, teaching staff, non-teaching staff, experts from various fields of society, and students
- Management Representatives participate in the CDC, IQAC, Purchasing, and Discipline Committees, and they assess these committees on a regular basis.
- The progress report of these committees is submitted to governing body.
- For the participative decentralization and governance, the Principal has appointed, Head of the departments and provided administrative as well as academic autonomy and mobility to them for the effective governance.

Case Study: Research and Incubation Center Committee

Objectives of Committees

- To inspire the teacher in research by organizing workshop.
- To sensitize teachers towards Plagiarism
- To organize the student centric research workshop.
- To organize poster and seminar competitions for students.

- To organize Avishkar competitions for students and teachers.
- To organize exhibitions for innovative idea among the students and society.
- To develop the innovative idea of the students and society.
- To submit the year wise report to the IQAC.

Mechanism of Research and Incubation Center Committee:

At the commencement of the session, the committee creates an overall plan and a budget for the institution's research-oriented needs and upkeep throughout the year. The committee for the research and incubation center plans workshops, district-level AVISHKAR competitions, and supports teachers on how to write research papers, book chapters, books, and patents for their academic advancement and CAS promotion.

File Description	Documents
Paste link for additional information	http://www.mspkptmanora.ac.in/college_comm.php
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional perspective plan aligns with the vision and mission of the institution

Infrastructure

- To Construct separate Commerce Staffroom & Commerce Computer Lab
- Renovation of Play Grounds
- If PG courses get sanctioned by SGBAU, to develop the infrastructure according to PG.

ICT Resources Development

- To purchase 02 Projectors
- Establishing Media Center, E-content Development, Maximize ICT use

Green Environment

- Increase Tree plantation
- Green Environment Awareness in society
- Organizing workshop on Health, Nutrition & Drinking Water Awareness
- Establishing Environment Ambassadors

Human Resource Development

- Stress Management workshop
- To organize Faculty development program
- Participation in Refresher Orientation Course
- Workshops for Administrative staff

Student Development

- Strengthening Mentor system
- Training program
- Regular Competitive class
- Soft skills workshop

- Enrollment in Online courses
- Organizing Webinar for students in vacation
- Financial Support to the Needy Students

Alumni Association Fund

- Raise the alumni Association Fund up to 1,00,000/- in a year.
- To raise social responsibility, Student development & college development fund from NGO/Industry

Academic Development

- To start Research Center in Zoology, Physics, Chemistry & English Department.
- To start Certificate course, Diploma course of Parent University and recognized institution

Knowledge Resource Center

- Purchase 1000 Titles in Library with increase in competitive examination books and Journals

Title of Activity: -Green Environment

The green team college club formed by the department of botany

- Tree Plantation within campus
- Organized workshop on nursery management
- Preparation of samplings
- Collection of wild plant seeds
- Preparation of seed ball
- Celebration of world forestry day
- Field visit to Katepurna wildlife sanctuary
- Celebration of world environment day

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
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.

The President and Secretary of Sanstha are in charge of institute. The Principal is assisted by HoDs, employees, and IQAC at the college level, 'College Development Committee' is the governing body of the college.

Administrative Setup:

The administrative setup consists of the Principal followed by the HOD, faculty

In-charge. Head clerk, Junior Clerks, Assistants, and Attendants.

The organization of departments includes Head of Departments, Associate Professors, Assistant Professors, Librarian and Physical Director.

The organizational structure of the library staff includes the Librarian and Library Attendant. The role 26 committees is execution of responsibilities and activities in the campus. The CDC & IQAC monitor academic & administrative development

Service Rules: Pay scale, GPF, DCPS, service condition, promotion, working hours and vacations for staff as per the norms laid down by SGBAU Amravati, UGC and Govt. of Maharashtra.

Procedures for Recruitment:

Permanent Posts (Grant-in-aid): These posts are recruited by the Government of Maharashtra as per the norms of the University and UGC.

Temporary Posts (Non-Grant): Ad hoc base teacher's recruitment by management as per the norms and procedure laid down by the UGC, Government of Maharashtra and affiliating University.

Procedures for Promotion:

The promotions of staff are made as per Career advancement scheme set up by SGBAU Amravati, UGC and Govt. of Maharashtra.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	http://www.mspkptmanora.ac.in/mgmt.php
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	View File
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

- Provident fund, DCPS and gratuity benefits are given to

staff as per govt. of Maharashtra.

- Personal, housing & vehicle loan facility for staff provided by patsantha of institute.
- Staff received financial assistance to attend conferences and workshops, and their subject's association membership the cost was also reimbursed.
- The staff members receive the medical reimbursement expenses as per the govt. of Maharashtra.
- Interest-free financial support for festival advance is given to the staff.
- Wi-Fi facilities and internet connected PCs are made available to staff.
- The college has free facility of Gym, Sports and Yoga for teaching and non-teaching staff.
- E-books, e-journals, reference books & textbooks are made available to staff.
- All leaves such as duty, medical, APL, leave without pay and maternity leave are provided as per Govt. of Maharashtra, UGC and Parent University.
- The Institution grant medical leaves.
- On January 26, employees were congratulated for their accomplishments and wished well when they retire.
- Free cloths provided to non-government employees of institute.
- Free heath check-up facility to all the staff.
- The staff of institute is encouraged to register LIC policy and group insurance.
- The college organized training programs for teaching and non-teaching staff.
- CAS promotion in session 2022-2023

Sr. No.

Name of Teacher

Grade Level of Promotion

1.

Dr. A. S. Nile

L- 11 to L-12

2.

Dr. M. N. Iqbal

L- 11 to L-12

3.

Dr. N. A. Thakare

L- 13 to L-14

4.

Mr. M. C. Dhabe

L- 10 to L-11

File Description	Documents
Paste link for additional information	http://www.mspkptmanora.ac.in/journal.php
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

15

File Description	Documents
Upload any additional information	View File
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

06

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

07

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

Performance appraisal system is implemented as per the guidelines from parent university & UGC. The PBAS. (Performance Based Appraisal System) of faculty is filled individually on the basis of his/her yearly achievements. The appraisal forms are assessed

by the Research Committee and then submitted to head of the institution. Principal counsel's faculty members for necessary changes/improvements for better performance if necessary. The faculty appraisal forms are reviewed through IQAC and Scrutiny Committee and finally by the principal.

1. PBAS:

Category I: Teaching- Learning and Evaluation

Category: II: Professional Development, Co-curricular and Extension activities

Category: III: Research and Academic Contributions.

2. Departmental Assessment:

Every department prepares its academic action plan which is considered a department calendar Every department try to adhere to the direction of the college authority while following the departmental calendar Departmental assessment reports are taken from the head of the departments at the end of academic year & screening committee verifies them & submit the report to principal for final evaluation.

3. Staff Council Meeting:

The college staff council meeting with principal of the college works as a cornerstone for the quality assessment

4. Academic Audit

The academic audit gives the regular strategic overview of a college's teaching-learning process. The Institute does this audit internally as well as externally.

5. Confidential Report

The performance of non-teaching staff within campus is evaluated by Office Superintendent and CR is submitted to the principal for the final evaluation.

File Description	Documents
Paste link for additional information	https://www.mspkptmanora.ac.in/IQAC/1708792612.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 financial resources of institute are managed in a very effective manner. For the effective use of financial resources, the annual budget is prepared as per requirement of the various departments. Proper accounts are maintained by institute through cash book, ledger and voucher file. Each and every transaction is supported by the vouchers. The disbursement of the funds for the needs is strictly monitored by Principal. All expenditure recurring and non-recurring are incurred through checks. Final audit is checked by CA (Nirmal Prakash Ozha), Joint Director and Account Officer.

From this year institute done audit through Tally software. The internal verification is done by Principal and it inspects the income from different sources and expenditure.

Internal Audit: Dr. A. S. Nile & Mr. B. S. Ther [Department of Commerce].

External Audit: Nirmal Prakash Ozha (CA), Joint Director and Account Officer.

Mechanism For settling objections in the Audit

Institute has financial transparency. Institute takes precautionary measures to minimize discrepancy. All documents related to audit are verified by Principal. The remarks and corrections suggested are taken into consideration positively. If found any discrepancy in audit report it is rectified and correction has been made in the account as per the rules and regulations.

File Description	Documents
Paste link for additional information	https://www.mspkptmanora.ac.in/link cola.p hp
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)

55600

File Description	Documents
Annual statements of accounts	View File
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

Resource mobilization policy document serves to identify the resources available for various programme for efficient management of funds and to widen the resource base for the attainment of the set goals. The institute campus is being made available for government activities, such as Covid-19 Centre, at no cost.

The financial sources of the college are:

- The budgetary resources of the college special grants received from UGC.
- Salary grant & EBC and BC scholarship grants is received from Government of Maharashtra and UGC.
- Admission, tuition and other fees are collected by the college from students.
- Alumni Contribution for the college development.
- Seed money from the management.

Optimum utilization of financial resources:

Following system is adopted by the college for the optimal utilization of resources;

- The College invites requirements from all departments and committees accordingly prepare the budgetary plan.
- Purchase Committee works on the details of the budgetary plan.
- Principal sanction the budget considering financial resources and presents it to the CDC for approval.
- The grants received from the UGC and government of Maharashtra according to rule and regulation.
- The utilization of the sanctioned budget is monitored by CDC.

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

Practice No. 1

1: Implementation of outcome-based education and attainment of learning

Outcomes:

The IQAC implemented outcomes-based educations and created continuous internal assessment strategies for monitoring the course outcomes (Cos), programme outcomes (POs), and programme specific outcomes (PSOs) in order to improve the teaching learning process and keep track of the learning outcomes. The IQAC established an academic policy for this aim and distributed it to faculty for implementation.

Through the academic policy the following measures are taken:

- A college-level academic calendar and strategic strategy have been prepared.

- A teaching diary is created for the purpose of planning curriculum delivery. Every teacher creates an academic planner for the upcoming week. Academic policies provide instructions on how to conduct lectures, tutorials, homework, and assignments.
- Identification of fast and slow learners.
- The college has mentor mentee scheme.
- The unit/internal assesment test, quiz competition, group discussion, and seminar competition were organized by the teachers

Practice No.2

Use of ICT for Teaching Learning

IQAC initiated to improve the ICT facilities in the college for teaching and learning purpose. The institute departments used virtual laboratories for better understanding of subjects. Currently, the college has seminar halls with ICT facilities. Well-equipped computer Laboratories. Library with SOUL software and office with campus ERP and Tally software. Faculties developed e-contents and videos and posted on Google classrooms, Google sites & YouTube. For online teaching, faculty used zoom, Google meet platforms. Administrative and examination section are also fully supported with ICT facilities and necessary software's.

File Description	Documents
Paste link for additional information	Nil
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

IQAC initiated incremental improvements for quality enhancement in the last years as follows

- ICT facilities are strengthened.
- PG courses has been started in Chemistry, Botany, Zoology, Mathematics, MCom, and MA English
- Laboratories are upgraded.
- Computer- student ratio has been improved.
- Canteen and drinking water facilities are improved.

- Greenery (Tree Plantation) within the campus has been improved
- Placement drive organized

EXAMPLE I

Introduction of New PG Courses:

IQAC collects comments from parents and alumni of the students regarding the need to introduce new courses. It was advised by IQAC to offer these courses after taking into account the necessity to introduce postgraduate courses. The college administration gave this recommendation the utmost consideration and sent recommendations to the affiliated university for the beginning of these courses. After receiving approval from the Maharashtra government and parent university, the college launched postgraduate programmes in the subject areas of Chemistry, Botany, Zoology, Mathematics, MCom, and MA English.

EXAMPLE II

MONITORING OF THE TEACHING LEARNING PROCESS

The Principal of the institution takes keen interest in monitoring of teaching learning process of the institution. Every departmental head are assigned the duty of monitoring teaching learning process. Monthly review meetings are organized to take review of completed syllabus.

Daily Dairy

The all faculties maintained their academic dairy

Annual Teaching Plan

Teachers prepares annual teaching plan in co-ordination with university academic calendar.

Departmental Assessment

Departmental assessments reports are taken from head of the department at the end of the academic year.

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

<p>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)</p>	<p>B. Any 3 of the above</p>
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File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
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

Institution is always aspiring to inspire the promotion of the gender equity sensitization as a stewardship role in stakeholders and for communities. This institution is always promotes such type of activities / programs for students in which the boys and girls are actively participated and benefited in terms of their role equally not in their college life but also preparing them for future perspectives. Women cell of the higher education institution is highly active with predestine schedule in prima-facie. Women cell had organized the effective workshop on women empowerment on the occasion of women's day. This workshop was effective and facilitated the high esteemed confidence among

girl's students as they are coming from diverse back ground and mind set up which imparts some time low level of confidence and understanding of self grooming, opportunities in life and awareness of professional skills and gender mental set up like shyness to talk with colleagues and professionals partners etc. This workshops developed their personality and enhanced the confidence and mollified their anxiety being a girls/women and upcoming challenges. On the other hand with leadership role the department of home economics actively facilitated the training program smell out of professional awareness for employments and to rethink about their role in diverse sectors along with current dynamic world and the future active participation for upcoming job options. Extension committee of the college organized a well tuned workshop on women's right, domestic violence and Anti-ragging.

File Description	Documents
Annual gender sensitization action plan	https://www.mspkptmanora.ac.in/Download/1707920420.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	https://www.mspkptmanora.ac.in/Download/1707919954.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

B. Any 3 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

Campus is equipped with dust bins. Single uses of plastic like plastic glass are replaced by the steel & copper crockery in any

college function. .Sanitary napkins destroyer had been installed in the common room. College adopts almost paper less concept by digitization of office procedures through electronic means via email and what's app group. One side printed paper is reused for other official work. Plants litters are used for the green manure. Scrap paper of library like news paper etc will be sold out to scrap dealer. Campus is equipped for any kind of drainage which is connected to carry the water for plants properly. Water storage tank is equipped with sensor by which motor will be automatically stopped after the complete fill up of the tank. Biomedical wastes are in little scale and disposed appropriately. Liquid waste of chemistry lab discarded at college back yard. Department of computer science and physics are regularly organizing awareness programs like poster competition on e-wastes management. Department of computer science organizes poster making, talks on e-waste management.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

A. Any 4 or all 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

A. Any 4 or All of the above

- 3. Pedestrian-friendly pathways
- 4. Ban on use of plastic
- 5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy 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

A. Any 4 or all of the above

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

B. Any 3 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	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

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).

College provides a very fine tuned inclusive environment for our stakeholders in terms of tolerance and harmony by all means. Students are participating in every cultural program of college and cultural committee of college providing equal opportunity to all without any discrimination for diverse status, culture and linguistic background. Bilingual teaching in every subject facilitated by our faculty even the explanation of difficulties will be sort out in their local regional language up to comfort ability. Sports department is providing equal chances in sports week and other physical activities. Students from poor linguistic background especially in English are treating with special classes for the development of presentation skills and preparing for various activities like avishkar etc. Students are supported to express their idea, skills, culture and traditional rituals by providing innovative plat farm in college. Special classes are in vogue time to time for the development of writing skills and speaking by invited lectures, group discussion not only subjective but innovative too. College uniform is mandatory to all which imparts equality by all means.

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	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations:

values, rights, duties and responsibilities of citizens

College staffs, administration are working effectively along with cooperative spirit to make a responsible citizen of the nation and to aware the constitutional obligations, values rights and duties among them. We are celebrating the constitution day by facilitating the lecture of experts like judges, socialist, educationist etc. Various workshops and guest lectures on fundamental rights and duties were conducted. College walls are full of posters on fundamental duties and rights. College has its code of conducts for students as well as for teachers too. A laboratory rule in every laboratory imparts a good and safe conducts in the learning habit. Student counseling cell are regularly interacting with students to develop a high moral thoughts and smooth conduction/interaction among them and with faculty too. Students were given various responsibilities to conduct various college programs.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.mspkptmanora.ac.in/Download/1708507213.pdf
Any other relevant information	Nil

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	View File
Any other relevant information	No File Uploaded

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

College is continuously at the regular basis celebrating the national or international day for our fellow students and society to make them a responsible citizen of the society. By celebrating the national day, birth and death anniversary of legends brings a democratic spirit, social development, peace, harmony, intellectual development, ideology set up in mind, non-violence etc Activities like poster competition, elocution, Har Ghar Tiranga, Tiranga Rally, Singing Competition, Rangoli Competition, Self-Administration, Workshop, reading, series of lectures, Painting, Drawing Competition, Rally, Test on GK on these occasion along with their active participation and motivation by faculties prepared them to know about our great personality and legends.

Sr.No.

Occasion/Name of program

Activities

Date

1

Shivrajyabhishek Din

Poster Presentation

06 June 2022

2

Lokmanya Tilak Birth Anniversary

Eloquence

23 July 2022

3

Azadi ka Amrit Mahotsav

1. Har Ghar Tiranga

12 August 2022

1. Tiranga Rally

12 August 2022

1. Singing Competition

13 August 2022

4

Independent Day

1. Rangoli Competition

15 August 2022

1. Poster Competition

17 August 2022

5

Birth Anniversary of Dr. Sarvapalli Radhakrishnan

Self-Administration

05 Sept. 2022

6

Birth Anniversary of Mahatma Gandhi

Eloquence

02 October 2022

Workshop on RTI

10 October 2022

7

Death Anniversary of Dr. B.R. Ambedkar

Continuous Reading

06 December 2022

8

Birth Anniversary of Savitribai Fule

Series of Lectures taken

10 January 2023

Birth Anniversary of Ma Jijau

11 January 2023

Birth Anniversary of Swami Vivekananda

12 January 2023

9

Voters Day

Drawing Competition and Rally

25 January 2023

10

Birth Anniversary of Sant Sewalal Maharaj

Image of Sant Sewalal Maharaj Garlanded

16 February 2023

11

Chhatrapati Shivaji Maharaj Jayanti

Test on GK at Various Schools & Colleges

19 February 2023

12

Birth Anniversary of Mahatma JyotibaFule, Dr. B.R. Ambedkar &Dr. Panjabrao Deshmukh

Eloquence

11 Apil to 14 April 2023

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	No File Uploaded

7.2 - Best Practices

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

Title: 1. College level merit scholarship by faculty to enhance

the academic excellence among students/ stakeholders.

2. Felicitation of outstanding students from various fields along with their parents and Mentors and Teachers.

Objectives:

1. To promote subjective interest in student.
2. To promote subjective excellence too.
3. To build up confidence and understanding level of subject.
4. To motivate the students and utility of core subject for future perspective towards competitive examination.
5. To develop a keen interest for research and innovation in their life goal for ample sustainability and employments.

The Context: College staff aims and hard core working for potential academic cum subjective excellence of students. This is unique practice in which teachers are playing a pivotal role for the student by giving scholarship to students on every republic day.

The Practice: Administration and faculty members are agile and prompt to achieve the academic excellence in one hand while on the other hand hard working for multidimensional development.

Evidence of Success:- In the academic year of 2022-23 total 64 students were benefitted from various subjects.

Problems Encountered and Resource Required:- While selecting the topper students of subject sometime it happen that the same student is topper in more than one subject. Then principal and scholarship committee of college decided to select the students according to their overall performance in the subject and then finalize the name of the candidate for scholarship.

File Description	Documents
Best practices in the Institutional website	https://www.mspkptmanora.ac.in/Download/1708745968.pdf
Any other relevant information	Nil

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

"Mahavidyalaya Aplya Dari"

The main objective of starting an educational institution is the overall development of the students in the area. It is the responsibility of the educational institution to provide quality education to the students through the educational institution.

The college tried to check the educational quality of the students by conducting various general knowledge tests, general meetings of students, parents' meetings and aptitude test of students.

Objective:

It is necessary to discuss the following points and take measures to improve the overall declining quality of education in Manora taluka and for the purpose of remedial plan.

1. To prevent malpractice in 10th and 12th examinations.
2. By increasing the class attendance of the students, remove the disinterest in learning to do
3. Mainstreaming of students in education.
4. To guide about employment opportunities in various sectors.
5. To make up for the educational losses incurred during the corona prevention period.
6. Bringing the new educational policy to students and parents.

College selected 30 villages of the taluka to discuss the educational quality promotion campaign. However, the program organized under this initiative was attended by all the students, parents, village teachers, education lovers and eminent citizens in large numbers.

Activity Procedure:

Our college has collected the information of the students studying in the college and the students in the selected 30 villages under the educational quality promotion campaign.

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

7.3.2 - Plan of action for the next academic year

Perspective Plan of IQAC for the Year

Infrastructure

- Renovation of Social Science Department.
- Renovation of Knowledge Resource Center
- Formation of Zoology & Botany PG Laboratories

ICT Resources Development

- Establishing Interactive Smart Classroom
- Organize workshop on Learning Management Software
- Fully atomize Administration
- To organize the Workshop on how to fill online Electric Bill by using apps

Green Environment

- Increase Rain water Recharging
- Developing Liquid and Waste management system
- Maximum use of Solar Energy
- Green Environment Awareness in society

Human Resource Development

- Stress Management workshop for Staff (Per Year)
- To organize Faculty development program
- Encouraging teacher for online Refresher Orientation Course
- 02 Workshops for Administrative staff
- 100 % Doctorate degree holder staff & Career Advancement Benefit

Student Development (Placement, Soft Skills, Certificate Courses, Training program)

- Strengthening Mentor system for academic and stress related issues.
- Soft skills workshop for Final year Students

- Enrollment in Online courses on Swayam, CEC, NPTEL
- Organize faculty wise seminar competition poster competition per year
- To increase Financial Support to the Needy Students

Alumni Association Fund

- Raise the alumni Association Fund up to 1,00,000/- in a year.
- To raise Social responsibility, Student development & college development fund from NGO/Industry
- Research projects / Seed money from NGO and Industry

Academic Development

- To start Research Center in, Physics, English
- To start Certificate course, Diploma courses
- To increase Ph.D Guide in a Chemistry, Zoology & Physics Department.

Knowledge Resource Center

- Purchase 1000 Titles in Library with increase in competitive examination books and Journals
- Video lectures/ Clipping on Competitive Examination & personality Development