YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	**Pankaj Shaikshanik and Samajik Sanstha's Pankaj Kala Mahavidyalaya**
• Name of the Head of the institution	**Prof.Rajendra Raghunath Attarde**
• Designation	**Principal**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	**02586222514**
• Mobile No:	**9423185331**
• Registered e-mail	**pankajcollege@gmail.com**
• Alternate e-mail	**rrattarde@gmail.com**
• Address	**Borole Nagar -1 Yawal Road Chopda**
• City/Town	**Chopda**
• State/UT	**Maharashtra**
• Pin Code	**425107**
2.Institutional status	
• Affiliated / Constitution Colleges	**Affiliated**
• Type of Institution	**Co-education**
• Location	**Rural**

• Financial Status	**Grants-in aid**
• Name of the Affiliating University	**Kaviyitria Bahinabai Chaudhari North Maharashtra University, Jalgaon**
• Name of the IQAC Coordinator	**DR.Mahadev Kashinath Waghmode**
• Phone No.	**02586222514**
• Alternate phone No.	**02586222532**
• Mobile	**9130126122**
• IQAC e-mail address	**iqacpankajcollege@gmail.com**
• Alternate e-mail address	**mahadevkwaghmode@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://pankajcollege.co.in/aqar/
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://pankajcollege.co.in/academic-calendar/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.10**	**2016**	**05/11/2016**	**04/11/2021**

6.Date of Establishment of IQAC	**10/12/2012**

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
0	**0**	**0**	**0**	**0**

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	3	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

11.Significant contributions made by IQAC during the current year (maximum five bullets)
1.Organized National Webinar on Health and Hygiene 2.AQAR submitted on time 3.Developed library 4.Participated in NIRF 5.Purchased equipments and books for science faculty.

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

Plan of Action	Achievements/Outcomes
1.To organize webinar on Health and Hygiene	1.The College Organized national webinar on Health and Hygiene
2.To submit AQAR to NAAC	2.The college submitted AQAR to NAAC on time
3. To purchase software for office	3. The college planned to purchase software from the next academic year
4. To participate in NIRF	4. The college participated in NIRF
5. Participate in AISHE	5. The college participated in AISHE

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

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	22/12/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022	11/01/2022

15.Multidisciplinary / interdisciplinary

Currently we have provision of interdisciplinary curriculum delivery for first year UG students. Environmental Science and English is a Compulsory subject to them. There is a choice for student to select four subject out of eight from other interdisciplinary subject. The university implemented Choice Based Credit system from the academic year 2018. In that students can select any subject of their choice. Students are positive to adopt multidisciplinary or interdisciplinary curriculum The multidisciplinary curriculum is introduced to the faculty and all the required infrastructure facilities are available in the college. The college runs Arts and Science faculty and also the college applied to the university for new programmes such as B.Com, B.C.A and M.A. in English, Marathi, Geography, Defence and Strategic Studies and M.Sc in Organic Chemistry and M.Sc in Computer Science. So the students will get more flexibility and liberty for multidisciplinary

16.Academic bank of credits (ABC):

The college maintains the record of the students on Academic Bank of Credits. The college has formed the committee for Academic Bank of Credits. The committee has registered the names of the students on Academic Bank of Credits. The separate cell of this committee upload the academic information of the students on the Academic Bank of Credits. The committee also motivates the students to register their names in the Academic Bank of Credits.

17.Skill development:

We are currently running the short term add on and bridge courses in our college. Some of the courses are skill oriented in nature therefore our students are acquainted and benefited by such courses. College is planning to start some of the skill development courses

for students. The university has implemented Choice Based Credit System in the year 2018. So the skill development paper is introduced in the syllabus of SYBA and TYBA.

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

Integration of Indian knowledge system is a key point to focus and emphasize in terms of teaching in Indian Language culture using online courses. The faculty will be trained by motivating to participate in orientation courses and faculty development program especially on Indian knowledge system. Some faculties are already sensitized through faculty development programs conducted by UGC and by participating in Seminar conferences and workshops.

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

Outcome based education is a well planned delivery by considering the result and providing actually what students want and providing needed skill and knowledge. The faculty members adopt various teaching methods such as traditional method, PPT, question answer method, seminar and group discussion, project work etc. The various methods in the teaching learning process develop the students employability Our faculty attends syllabus framing workshops and express their views on syllabus. They are also on other committees of the university which will help them to express their opinions.

20.Distance education/online education:

The college is going to begin some of the distance education programme through Yeshwantrao Chavan Maharashtra Open University. Through this distance education center, the students can take education at their convenience from their place. Now our faculty is using the platforms like Zoom and Google meet to deliver online education and google forms to conduct online exams. Some of our faculty members have also created their youtube channel and uploaded their lectures. It means we are ready for new education system.

Extended Profile

1.Programme

1.1   02

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

File Description	Documents
Data Template	[View File]()

2.Student

2.1   **470**

Number of students during the year

File Description	Documents
Data Template	[View File]()

2.2   **410**

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   **158**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File]()

3.Academic

3.1   **25**

Number of full time teachers during the year

File Description	Documents
Data Template	[View File]()

3.2   **03**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1	02
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	470
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	410
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	158
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	25
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	03

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	11
4.2 Total expenditure excluding salary during the year (INR in lakhs)	11.89
4.3 Total number of computers on campus for academic purposes	33

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college is affiliated to KBC North Maharashtra University, Jalgaon. We strictly follow the curriculum prescribed by the affiliating university. The college is committed to develop all over personality of the students through out the year. The college prepares Academic Calendar at the beginning of the academic year as per the academic calendar of the University. The academic calendar includes all the curricular and cocurricular activities, working days, teaching days, birth and death anniversaries of leaders, beginning of term and end of term, internal exam, University exam etc. The university revises the syllabus once in three year. The faculty members actively participate in syllabus framing workshops and contribute in the discussion for updating the syllabus. The time table committee prepares the master time table which efficiently deploys the time slots for each class and certificate courses at the beginning of the academic year. The time table is circulated to all the departments. The Head of the Department conduct the departmental meetings in order to plan and

organize the schedule of lectures to be conducted throughout the year according to the syllabus. All the faculty members prepare their own teaching plan and Teaching diary and deliver the lectures according to their respective teaching plan.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	[https://pankajcollege.co.in/wp-content/uploads/Teaching-Plan-2021-22.pdf]()

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

The academic calender is prepared by the Acadmic Calender Committe with the thorough discussion witht the teaching facultyin the beginning of the academic year. The college follows the acadmic calender of the affiliating University.All the curricular and cocurricular activities throughout the year is highlightedin the calender. Semester wise the delivery of the curriculum is prepared in the beginning of the academic year. The academic calender is uploaded on the college website for the facilitation of students, alumni and other stakeholders. Academic calender is strictly follows for admission process, internal exams, teaching plan, vacations, birth and death anniversaries of national leaders and other curricular and co-curricular activities.The college formed Examinationn committee which looks all activities related to examination. Examination Committee conducts internal and university exams in each semester. All the departs conducts tests, tutorials and homeassignments for the effective implementation of the curriculum. The examination committee displays internal marks of the students on the notice board to make students aware of their progress and also for the transparency in the examination evaluation process. The examination schedule is informed to the students well in advance through whatsaap group and also by making phone call to each students by the respective mentor.All the internal exam answer sheets are preserved. The examination committee carefully fill the internal marks on university E-suvidha portal by checking the marks carefully by the respective faculty member

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://pankajcollege.co.in/wp-content/uploads/1.1.1-Continuous-Internal-Evaluation-Exam-Policy-and-Minutes.pdf

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	B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

2

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)

10

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

221

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

221

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

1.3 - Curriculum Enrichment

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

Our students are mainly from rural and tribal area.The college takes to integrate various cross cutting issues prescribed in the curriculum of the university. The college follows syllabus prescribed by the university. The university included cross cutting issues such as human values, gender, environment and sustainablity , ethics into the curriculum.The following are the details of the courses in which find the cross cutting issues. Environment and Sustainability in Curriculum Environmental Science is a compulsory subject for F.Y.B.A and F.Y.B.Sc The topics are included in the syllabus is related to environment, renewable

energy and non renewable energy. The college also observes No Vehicle Day on every saturday to reduce pollution. The college also organises various programs related to environment . Some of the topics in thesubjects such as Geography, Zoology, Botany, Chemistry, literature etc are related to environment.

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

02

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

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

197

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://pankajcollege.co.in/feedback-reports/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

470

File Description	Documents
Any additional information	**No File Uploaded**
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

470

File Description	Documents
Any additional information	**No File Uploaded**
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 students are admitted to our college from differenct cultural, social and educational background. So, it is need to identify the slow learners and advanced learners. The slow and advanced learners are identified through subject test, tutorials, classroom seminars, group discussions and internal examinations. The institution assesses the students by conducting internal examination in each semester. Through the result of internal exam, we came to know the slow and adavanced learners. The faculty members also asks the questions to the students in their teaching and understand the slow and adavanced learners. The surprised test is also conducted to understand advanced and slow learners. After identifying the slow and advanced learner, the faculty members conduct extra lectures to slow learners and gave extra study to advanced learner. The college allocated 30 to 35 students to each faculty members. The following activities are conducted for slow and advanced learner.

For slow learners college provides;

Home assignments Question Bank

Study material Extra lectures

Personally Counselling

Test/Tutorials

For Advanced Leaners

Seminars

Group Discussions

Avishkar Research Competition

E-PG Pathashala

Quiz Competition

Essay Writing Competition

College has taken membership of INFLIBNET which is useful foradvanced learners

College publishes annual magazine PANKAJ every year, so college motivates them to write articles for annual magazine. Students also get prizes for their article in university level magazine competition.

File Description	Documents
Link for additional Information	https://pankajcollege.co.in/student-corner/
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
470	**25**

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

The institute is committed to overall development of the students through the student centric teaching and learning process. The departments adopts following strategies for effective curriculum delivery.

Experimental Learning: The science and geography department use experimental teaching learning method for effective delivery of the curriculum.

1. The institute focuses on experimental teaching learning process through industrial visit, project work and study tours.

2. Student participates in poster competition organized by the various departments.

3. The study tour of geography department is organized every year and students learn through observation.

4. Students participate in organizing committee of the various events such as Voter's Day, National Women Day, Marathi Bhasha Padharwada, Science Day etc.

5. Science and Geography departments conducts laboratory practical of the students.

5. Career oriented courses develop practical skills among the students.

Participative Learning: The different activities are organized throughout the year. Students actively participate in these activities. So this is the best student centric method in which students actively participate:

1. Group Discussion

2. Students Class room Seminar

3.Quiz competition

4.Essay writing Competition

5. Participation in intercollegiate Debate competition

6. Participation in speech competition, elocution competition.,

poetry recitation

7. University Youth Festival

8. Sports Activities,

9. Rallies

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://pankajcollege.co.in/wp-content/uploads/Experimental-and-Participative-Learning_compressed.pdf

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

Use of ICT enabled tools in classroom will develop effective teaching learning process. Our faculty use ICT tools regularly in their daily classroom teaching which will prepare students for new digital era. The use of ICT in the teaching will improve the quality of teaching. ICT enabled teaching methodology, LMS (Learning Management System) and other technologies are effectively used by our faculty members in their classroom teaching and also in laboratories.

- **The faculty members use Zoom, Google Meet, Google forms, Testmoz etc for online teaching to the students.**
- **The faculty members created the whatsapp group of each class and they share the link of videos and other study materials.**
- **The faculty members use ICT enabled tools like LCD projector, Mike system, laptop, speakers.**
- **The college has 5 ICT enabled classrooms apart from laboratories.**
- **Students and teachers use N List, E-PG Pathashala, NPTEL etc resources for effective teaching learning process.**
- **The faculty members use audio visual aids to deliver the concept effectively to the students. To ensure effective delivery of the syllabus, the faculty members uploaded their own videos on their respective You Tube Channel.**
- **The college subscribed e journal through N List.**
- **Faculty members and students access books, ebooks and e-journals, and journals in the library.**

- **The free internet facility is provided to the students and faculty to access e journals.**

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://pankajcollege.co.in/wp-content/uploads/Use-of-ICT-in-Teaching-and-Learning-Process-1.pdf

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

2.3.3.1 - Number of mentors

25

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	**No File Uploaded**

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

25

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	[View File](#)
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

7

File Description	Documents
Any additional information	**No File Uploaded**
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

8

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The college follows norms and regulation of Kaviyatri Bahinabai Chaudhari North Maharashtra University. The college formed examination committee. The senior faculty member is the head of the committee.The examination committee prepares schedule of internal and practical examination and communicated to students by displaying notice on the notice board, through whatsapp and through college website. The students are evaluated through tests, tutorials, seminars. home assignments. behaviour and attendance. The examination committee looks aftertimely conduct ofinternal examination and evaluation of answer sheets. The faculty members inform to the students about the syllbus for the internal examination well in advance. After the evaluation of the answer

sheets, the answer sheets are shown to the students for their information and also provides transparency in the evaluation system. If the students is not satisfied about his marks, he will meet respective faculty member for the clarification. The respective faculty members guide the students regarding their performance in the classroom. The university examination schedule is communicated to the students by discplaying notice on the notice board. The time table of the examination is displayed on the board by marking on the paperto understand easily to the students. The examination time table is also uploaded on the website of our college.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://pankajcollege.co.in/useful-links/

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

The students exam related grievances are redressed by the respective head of the department. If the student is unsatisfied then it is Annual Quality Assurance Report of forwarded to the examination committee. The university related grievances are taken from the students in a prescribed format and forwarded to the university. The exam related grievances such as correction in name, hall ticket, online form submission, programme code, subject code etc are solved by the examination committee at college level and university level in a stipulated time. The CAP of the first year students is carried outat college level. The separate examination cell comprising senior teachers, senior clerk and administrative officers solve the problems related to examinaion. If the students have any doubts related to his paper, he can ask for the photocopy of the paper by filliing the prescribed form. Students can apply for the photocopy after the result within 10 days. University/College provide photocopy of the answer sheet within 30 days. Then student approach to the respective subject teacher for the clarification with the photocopy. After teacher opinion, the answer sheet is forwarded for rectification and revaluation to the college or university. Grievance related practical examination is redressed by the respective faculty member and head of the department.

File Description	Documents
Any additional information	View File
Link for additional information	https://pankajcollege.co.in/useful-links/

2.6 - Student Performance and Learning Outcomes

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

The college is affiliated to Kaviyatri Bahinabai Chaudhari North Maharashtra University, Jalgaon and follows the univeristy prescribedcurriculum. All the outcomes are mentioned in the curriculum. All these Programme Outcomes, Programme Specific Outcomes and Course Outcomes are displayed on the notice board and also uploaded on the college website.

These outcomes are expressed to the students through different ways such as knowledge, activity, skills and attitudes. The students,alumni, parents are intimated about the outcomes through the following ways.

The PO's, PSO's, CO's are informed in a very simple and down to earth language of all the programmes offered by the college and also uploaded on the college website.

Details of the programme outcommes and course outcomes are displayed on the website to enable them to access it. In the introductory lecture teachers provide information of programme outcomes, programme specific outcomes to the students.

The programme outcomes, programme specific outcomes and course outcomes are not provided by the university along with the syllabus, then the respective faculty members prepare their own PO, PSO and CO.

Our faculty members actively participate in a syllabus framing workshop conducted by the university and they express their views.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://pankajcollege.co.in/po-co-pso/
Upload COs for all courses (exemplars from Glossary)	View File

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

The attainment of PO and CO is the quality enhancement of the institution.The progress of the student is evaluated by the respective subject teacher, head of the department for the effective attainment of the outcomes. The college ensures the attainment of PO's through internal and external examination as well as through academic , sports and cultural activities. The NSS unit of our college organizes various society related activities. These activities instil social values among the students. The students are assessed through the various tools and processes such as direct and indirect methods. Through university examination, we assess the students progression and also through the internal examination. The institute organizes various activities for the attainment of PO, PSO and CO. The following methods are used to evaluate the Programme Outcomes, Programme Specific Outcomes and Course Outcomes.

Formative Assessment: Through home assignments, tests, tutorial, seminars, group discussions , projects etc evaluates the students performance.

Summative Assessment: The university examination is to judge the students progression. Through the theory examination and practical examination, we assess the students.

Apart from this, the college conducts various curricular, cocurricular and extra curricular activities such as essay writing, poetry recitation, debate, cultural , sports and N.S.S. The faculty members also observe the students development and progresssion through observation.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://pankajcollege.co.in/wp-content/uploads/2.6.1-Programme-outcomes-Course-outcomes-and-Attainment-of-PO-and-CO.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

66

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	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://pankajcollege.co.in/sss/

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)

0.40

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

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

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

01

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	[View File](#)
Paste link to funding agency website	https://nmu.ac.in/en-us/

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

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

2

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

10

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

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

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

20

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

3.3 - Extension Activities

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

The college is committed to overall development of the students. College conducts various extention activities for the emotional , physical, psychological and mental development of the students. Thevarious department carried out various activities for the empowernment and benefit of the neighbourhood communities. Extention activities have made effect towards issues like gender, environment conservation, female foeticide, dowry systerm, eradication of superstition etc.

1. Book on Birthday- Gifting a book to the staff on his/her birthday.

2. Fund Collection by the students of our college for Chief

Minister Relief Fund.

3.Cleaning activity at Hareshwar temple premises in Chopda town.

4. Tree plantation programs by various departments through out the year.

5. Invited talks of eminent personalities on various issues such as Global warming, Enviornment issues etc

6. Awareness campaign on National Voters Day by Political Science Department

7. Poster presentaion programe of various department.

8.Plastic Free campus organiezed by the college

9. Celebration important days like World Women's Day- 8th March
10.International Yoga Day-21st June

11.Teachers' Day-5th September

13Hindi Day-14th September

12.Human Right's Day-10th December

14.Kargil Day

File Description	Documents
Paste link for additional information	https://pankajcollege.co.in/wp-content/uploads/Other-Extension-Activities-2021-22.pdf
Upload any additional information	View File

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

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

2

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

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

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

15

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 last year (Data Template)	View File

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

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

530

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

3.4 - Collaboration

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

05

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

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

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

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.

The college has continuously and systematically developedadeqate infrastructure for teaching and learning . The college has adequate infrastructure facilities such as adequate classrooms, common staff room, reading rooms, rest rooms, computer lab, science laboratories and separate washrooms. The classrooms are also used for conducting remedial classes, extra classes, certificate courses , annual and semester examination, poster

presentations, book exhibitions, students activities etc. The college has ten classrooms and seven labs. The college has five ICT enabled classrooms. The college campus is Wi-Fi enabled for teachers and students and they are allows to use this internet facilites for the teaching and learning process.

The college library is spacious and well-ventilated. Library hosts 6100 books and textbooks, 9000 ebooks, 6000 e-journals,20 periodicals and videos. The library provides online learning resources such as INFLIBINET, N-LIST, JSTOR, Shodhganga,Shodhsindhu,Shodhgangotri and computers for teachers and students.

The college has sevenlaboratories with well equiped instruments, Each department has computer and internet facility to carry out their research work and teaching. The college has 33 computers in all, out of these 26 computers are for the educational use for the students and the faculty. All the departments and laboratories are connected with 200 MBPS bandwith and Wifi.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://pankajcollege.co.in/wp-content/uploads/4.1.1-Adequate-Facilities-Available-in-the-College.pdf

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

The Department of Physical Education and Sports was established in 2000 which provides excellent sports facilities and fully equipped Gymkhana for the all-round development of the students. The collegehas adequate playground for students. The college gives training to the students to participate in various sports competitions such as collegiate, intercollegiate, zonal level, university, interuniversity, All india inter university, state, national and internaional competitions. The director of Physical Education regularly train the students in various games such as Volley Ball, Kho-kho, Kabbadi, Table-Tennis, Athletics, Badminton, Carrom etc. To motivate the players, the college provides incentives like TA , sports kits and tracksuits to the participants.

Sport's Facilities available in the college

Sr. No. Name of Sport / Game /Area Equipment / Quantity Size 1 Kho-Kho - 29 x 23 M

2 Cricket Complete Set 22.56 x 3.66 M Pitch 137.76 (Area)

3 Kabaddi - 13 x 10 M (Boys) 12 x 8 (Girls)

4 Chess Complete Set Indoor

5 Volley Ball Complete Set 18 x 9 M

6 Table Tennis Complete Set 274 x 152.5cm

7 Hand Ball Complete Set 20 x 40 M

8 Foot Ball Complete Set 100 x 70 M

The college participates in different events like University Youth Festival (Yuvarang), Annual Gathering in which students perform plays, mimes, folk dance, folk music, folk songs, tribalsongs,western songs, rangoli, art and craft, collage, one act plays, street plays etc. For this participation,collegeprovideanexpert trainers from outside agencies to the students. Separate hall has been provided for this purpose.The college has amplifier, mikes, musical instruments etc.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://pankajcollege.co.in/wp-content/uploads/4.1.1-Adequate-Facilities-Available-in-the-College.pdf

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

11

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

06

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://pankajcollege.co.in/wp-content/uploads/4.1.1-Adequate-Facilities-Available-in-the-College.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)

11.89

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
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)

Library is the heart of the college and it is the prime learning resources of the college. The college library is not automated. The college is going to purchase the software for to enhance the library facilities. The books lending and receiving facilities is used through the registerd book. The library provides book bank facility to the students. The college library also provides books for the prepartion of competative examination for students The library is the knowledge resource center of the college and provides excellent service to the students, staffs and other stakeholders.Library has 6100 books and 20 periodicals, 100 + DVD/CD. Library fulfils the need of students, researchers, staff and other stakeholders of the college

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://pankajcollege.co.in/library/

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	**B. Any 3 of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	**No File Uploaded**

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)	**No File Uploaded**

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

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

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

The college upgraded the IT and Wi-Fi facility as per the need of the students, teachers and other stakeholders. The college has 200MBPS internet speed and Wi-Fi facility. The college has updated its IT facilities with increasing number of computers, printers, scanners, Green boards, dynamic website, LCD projectors, Photocopymachine etc. The teaching and learning process is enhanced through LCD projectors, NPTEL, INFLIBINET, SWAYAM online courses etc.made available for the students and teachers. The teaching and non teaching staff is encouraged to use different software. The college has 33 computers and these computers are updated regularly. The softwares are renewed every year. The wifi facility is provided to all the stakeholders. The college always strive to upgrade in it facilities. All types of the facilities related to IT is provided to the stakeholders, students and teachers. The college is going to purchase the software for the administration and admission process from the next academic year.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://pankajcollege.co.in/wp-content/uploads/4.3.1-IT-Facilities-and-Bandwidth-for-Internet.pdf

4.3.2 - Number of Computers

33

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

4.3.3 - Bandwidth of internet connection in | A. ? 50MBPS

the Institution

File Description	Documents
Upload any additional Information	**No File Uploaded**
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.

The repair and maintenance of physical, academic and support facilities. Library, laboratory, sports, classrooms and computers are maintaing properly and every year the separte budget is sanctioned. The institute has its own guidelines and procedures for repairing and maintenance activities. The following are the well defined guidelines and procedures to maintain physical facilities.

1. All the physical, academic and support facilities are maintained throug various committees such as CDC, IQAC, Library Committee, Purchase committee, etc.

2. All these committees take proper care of availlability of blackboards, lighting and furniture in classrooms.

3. Library committee take proper care of library matters and functions.

4. Gymkhana committee takes proper care of creation and maintenance of sports facilities for students and faculties.

5. All the softwares and hardwares are upgraded regularly

6. The students working under Learn and Earn Scheme help in cleaning and maintaining the college campus, libray etc.

7. The maintenance work related to facilities like computer lab, equipments, furniture, toilet blocks, electric work, plumbing, R.O.water facilities, water tank etc is maintained regularly.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://pankajcollege.co.in/usage-policy/

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

181

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
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

15

File Description	Documents
Upload any additional information	**No File Uploaded**
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	**Nil**
Any additional information	**No File Uploaded**
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

130

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

130

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**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	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

01

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

12

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

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.

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	[View File]()

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students representation in IQAC

One student representative has been nominated on IQAC. The student representative attends the regular meetings of IQAC and actively participates in deliberations specially related to students problem and welfare. The students representative can put forward issues of the students in IQAC representatives.

WOMEN GRIEVANCE REDRESSAL COMMITTEE

One girl student represntative has been nominated on Women Grivance Redressal Committee. She can put forward the issues of girl students in front of the committee

ANNUAL GATHERING COMMITTEE:

Annual gathering committee is headed by the senior faculty member and nominees from different classes of UG and also one representative from NSS, Sports, Student Welfare Cell. These students take active participation in successful organization of annual gathering every year. Students participation in Gathering Committee has resulted in number of awards and medals in university level competition. In the 22years of the history of the college, the college students won 20 Gold Medals,5 silver medals and 2 Bronze medal in the university Youth Festival.

Student council participate in newly launched SWATCHHA BHARAT ABHIYAN. The student council motivates the students of our college regarding the importance of cleanliness and conducted various cleanliness campaign at Vadati, Hareshwar Temple , College campus

etc.

File Description	Documents
Paste link for additional information	https://pankajcollege.co.in/wp-content/uploads/Committee-File-2021-22.pdf
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

90

File Description	Documents
Report of the event	**No File Uploaded**
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 college does not have a registered Alumni Association. So now the college has submitted the file for the registration. The association is going to be register this year. The students who are graduated from our institute are the members of this committee. The college runs some of the activities through the unregistered alumni association.

1. To organize alumni meet every year.

2. Alumni gave guest lectures to our students.

3. Alumni participates in various activities of the college such as seminar,conferences and workshops

File Description	Documents
Paste link for additional information	https://pankajcollege.co.in/alumni-membership-form/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Management bodyof the Pankaj Shaikshanik and Samajik Sanstha, Chopda is the apex body of the college that plans the policies for the development of the institution. The following are the vision, mission and objectives of the institutions.

Vision:

"To inculcate values and life skills among rural and tribal youth empowering them for social commitment."

Mission:

"To bring the rural and tribal students in the mainstream and make them responsible citizens through the qualitative higher education."

Objectives:

- **To impart quality based higher education for the rural and tribal students.**
- **To make the students acknowledgeable and responsible citizens.**

- **To provide platform to the students for overall developmentthrough sports, extension and co-curricular activities.**
- **To sustain the economically weaker students in higher education by creating helpful situation.**
- **To motivate the faculty for academic excellence and research.**
- **To undertake activities for empowering girl students.**
- **To undertake various activities for the creation of ecofriendly generations.**
- **To enable students to face the challenges of upcoming times.**

1)Nature of Governance:The institution believes in participative management. The institution formed various committees for the smooth function of the college.The CDC, Principal, HOD and Faculty play important role in the development of research, academic, teaching and extention activities.

File Description	Documents
Paste link for additional information	https://pankajcollege.co.in/vision-mission/
Upload any additional information	**No File Uploaded**

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

The college motivates for the participative and decentralization management. The college ensures for the participation of all the stakeholders such as students, alumni, parents, teaching and non teaching staff andlocal members of the society.The college formed College Development Committee as per the University Act 2016 . This committee acts as a link between management and the college. The Meetings of College Development committee are held regularly to discuss regarding the development of college, students and teachers. IQAC committee is formed in the year 2012 to develop academic and administrative qualities of the college.The college has formed different committees to run the smooth work of the college. There are representative of management, faculty, students,eminent personalities are involved in the committee. The administration of the college is decentralized. All the activities of the college are run through the head of the respective departments. The college formed College Development Committee as per the University Act 2016 . This committee acts as a link

between management and the college.The college has formed different committees to run the smooth work of the college. There are representative of management, faculty, students,eminent personalities are involved in the committee.

File Description	Documents
Paste link for additional information	https://pankajcollege.co.in/committees/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The strategic and perspective plan is good prority for the institution.As per the strategic plan, the college introduced new UGandAddon courses for the students which will help them to succeed in this competitive world. After the accreditation of the college in the year 2016, the college decides to expands the academic horizon by applying for the new UG courses. The College applied for B.Sc programme to the University and state Government. We have got approval from the State Government and subsequently from University. The college has also introduced Add on courses. Also as per the perspective plan, the college applied for PG faculty in Arts and Science and also the institution applied for B.Com and B.C.A to the University. After the approval from the University and Maharashtra Government, the college gives admission to the students.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	https://pankajcollege.co.in/wp-content/uploads/Perspective-Plan.pdf
Upload any additional information	View File

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.

Management Committee:

The management body of the college conducts annual general meeting

of the staff. The management body consists Chairman,Vice-President, Secretary and selected members from governing council.

College Development Committee:

The CDC members of the institute meet quarterly in a year to takecrucial decisions for the betterment of the organization. As CDC comprises of Management representatives, Principal, Head of the Dept, IQAC Coordinator, teacher representative and various other stakeholders.

Internal Quality Assurance Cell:

IQAC plays a major role in the academic development of the college. The college established IQAC for quality up-graddation, assessment and accreditation .IQAC suggests a number ofquality improvement measures in the college.

Principal

The Principal is the academic and administrative head of the Institution and he plays major role for the betterment of thecollege.

Vice-Principal:

The Vice Principal plays the major role in the academic activities of the institution.

Librarian:

The college librarian ensures smooth functioning of library and prepares an annual budget for library expenditure.He purchases book as per the new syllabus prescribed by the university. Committees: The college formed various committees for the smooth function of the college. These committees are formed with the permission of the Principal.

File Description	Documents
Paste link for additional information	https://pankajcollege.co.in/wp-content/uploads/6.2.1-Administrative-Set-Up-of-the-College.pdf
Link to Organogram of the Institution webpage	https://pankajcollege.co.in/wp-content/uploads/6.2.1-Administrative-Set-Up-of-the-College.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	**No File Uploaded**
Any additional information	View File
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

Welfare schemes initiated by the college for Teaching and NonTeaching Staff

- **The teaching staff is granted leave to participate in Orientation Programme, Refresher Courses, FDS and STC's.**
- **Teaching staff is also assisted financial help through the Credit society.**
- **Teaching and Non-Teaching staff is granted different types of leave such as paternity leave, medical leave, earned leave, maternity leave etc as per norms of the State Government and the UGC.**
- **The teaching staff and Non Teaching Staff is provided**

financial help for seminar and conference.
- **The photocopy is provided to the faculty at subsidized rates.**
- **College gives preference for the wards of its Teaching and Non teaching staff in its sister concerns for admission in Management quota and also provides fee concession.**
- **Well secured parking area is provided for the teaching and nonteaching staff.**

File Description	Documents
Paste link for additional information	https://pankajcollege.co.in/wp-content/uploads/6.3.1-Welfare-Measures-for-Teaching-and-Non-Teaching-Staff.pdf
Upload any additional information	View File

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

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

0

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

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

2

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	No File Uploaded
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)	No File Uploaded

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

2

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
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

Institution takes the performance Appraisal form from the teaching and non teaching staff every year. Faculty appraisal is done through the feedback form submitted by the students. IQAC committee informs the faculty members to submit theiry appraisal

form within the time. These forms are assessed by the Head of the Department, IQAC members and Principal and Vice-Principal of the college.

The performance appraisal system is taken in the form of Confidential report through the Non-Teaching Staff. These forms are assessed by the Head Clerk of the college and then forward it to the Principal. After the assessment of these forms the action is taken againsed the staff.

File Description	Documents
Paste link for additional information	https://pankajcollege.co.in/wp-content/uploads/6.3.1-Welfare-Measures-for-Teaching-and-Non-Teaching-Staff.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The institution prepares the financial planning every academic year. Financial planning ensures the achieving the targets of the institute. The college conducts internal and external audits every year. An internal audit is conducted quarterly and external audit is conducted through the Chartered Accountant annually. The budget is allocated at the beginning of the every financial year and also there is flexibility in the using of the budget.

Internal Auditor: Tejus Kawadia and Vinay Kawadia

External Auditor: Tejus Kawadia and Vinay Kawadia

Government Auditor:It is conducted by the Administrative Officer, Senior Auditor (Higher Education Jalgaon Region, Jalgaon) and Accountant General, Mumbai.

File Description	Documents
Paste link for additional information	https://pankajcollege.co.in/wp-content/uploads/Audit-Report-2021-22.pdf
Upload any additional information	View File

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

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

0

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

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

The institution has good strategy for the mobilization of funds and the optimal utilization of resources. The college mobilizes funds from different sources. The college is affiliated to the KBC North Maharashtra University, Jalgaon and it follows the rules and regulation of the University and State Government.

- The college takes requirments from all the department at the beginning of the academic year.
- The College Development Committee approves the requirements of the all departments.

The Cash Inflow and outflow is done through the College Development Committee.

Cash inflow is from the programmes run by the college.

Cash inflow is from the alumni, parent organization , scholarship and grants etc.

Cash out flow is for running programmes, expansion, expenditure on academic and physical facilities, administrative expenditure, taxes, electricity, bills etc.

File Description	Documents
Paste link for additional information	https://pankajcollege.co.in/wp-content/uploads/6.4.1-Mobilization-of-Funds.pdf
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

IQAC plays the major role in the development of the college academically. IQAC suggests the improvement of the college through various strategic plan.

The IQAC suggested various practices for the development of the college and some of the practices are as follows.

ICT Based Teaching: The IQAC motivated the faculty to cope with the changing situation and use maximum ICT for the teaching.. All the faculty members attended the capacity building programmes such as refresher course, FDP, Short Term Course etc in the year 2020-21. The college has 5 ICT enabled rooms and labs.The IQAC suggested to purchase software for office and library.

IQAC motivates the faculty members to publish research articles in UGC Care Listed journals and well reputed journals. All the faculty members published research articles in the journals. Two of our faculty members published books during the year. The college has four research supervisors and students are working under their guidance. One of our faculty member submitted his thesis for the award of Ph.D and remaining faculty are pursuing their Ph.D. Apart from this IQAC prepared development plan of the college.

IQAC prepares academic calendar and form committees.

IQAC submits AQAR on time.

IQAC conducts meeting regularly.

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

The institution reviews its teaching learning process,structures adn methodologies of operations and learning outcomes at periodic intervals through IQAC.

IQAC prepared various feedback form. These feedback forms are collected through various stakeholders by the respective departments. The feedback forms are analysed and discussed in the department. Through these feedback forms from various stakeholders will help to understand the need of the society. All departments submit their feedback forms to the IQAC. IQAC prepares the report and communicates it to the University for further improvement and implementation. This year IQAC developed online feedback system for the students, alumni and other stakeholders.

College regulary conductes class tests, seminars, group discussions, projects of the students. The college also conducts university examinations smoothly.

For the improvement of the teaching and learning process. College implemented the observation of the teaching randomly. The head of the department, Principal observes the lectures of the teacher randomly and suggest them for improvement.

File Description	Documents
Paste link for additional information	https://pankajcollege.co.in/initiatives/
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality	C. Any 2 of the above

initiatives with other institution(s)
Participation in NIRF any other quality audit
recognized by state, national or international
agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://pankajcollege.co.in/initiatives/
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

For the promotion of Gender Equity, college provides equal opportunity forgirl students in various academic and adminstrative work. Institution started several initiatives for the promotion of gender equity and sensitization.

Personality Development Workshop

Self Defence for women

World Womens Day

Safety and Security :

- College appointed security guards for the security of girl students and women staff.
- CCTV cameras have been installed in the college premises at various places.
- The college displayed helpline numbers of police station at the common places, girls room, office etc.
- College formed YUVATISABHA under the leadership of Woman faculty.
- The college conducts various programmes for girlstudents under this YUVATISABHA.

- **College conducts various programmes on women rights and law.**
- **Counselling :The college formal internal complaint Committee and Anti Sexual Harassment Committee for the address of women problems in the campus.**
- **The students express their problems infront ot these committees.**
- **Committee counsel them in this regard and solve their problem.**
- **College has a common room for girl to take rest.**
- **College has a separate toilet for women.**

File Description	Documents
Annual gender sensitization action plan	https://pankajcollege.co.in/wp-content/uploads/7.1.1-Celebration-of-National-and-International-Days-and-Gender-Equity-2021-22.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://pankajcollege.co.in/wp-content/uploads/7.1.1-Celebration-of-National-and-International-Days-and-Gender-Equity-2021-22.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	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

Solid Waste Management:

The dried leaves, twigs of plant and other waste material dump in the chamber provided. The remaining waste is disposed in the

vehicle of Municipal corporation.

Liquid Waste Management: The proper drainage system is set up andthe special chamber is provided for the liquid of Chemistry, Zoology and Botany department.

E Waste Management:

The electronic gadgets are being repaired from the outside agensies and some of the gadgets are scrapped.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered vehicles** 3. **Pedestrian Friendly pathways** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants**	B. Any 3 of the above

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

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

7.1.6.1 - The institutional environment and energy 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	<u>View File</u>
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**C. Any 2 of the above**

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

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

There is a need of inclusive envionment in Higher Education. The students from different cultural, regional, linguistic etc backgrounds are admitted for the different courses. The institution and teachers try to give atmost good enviornment for these students.College conducts various activities for providing incluusive envionment to the students. The college formed equal opportunity cell which looks the matter of students irresptive of their caste, creed, religion etc.

College organizes regional language day.

College organizes International Non-Violence Day.

College organizes Minority Day.

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

The institution organizes various programmes to senitize the students and employees to the constitutional obligations. The following programmes are being organized in the college regualry.

Collge organizes Constitutional Day i.e. on 26th November to sensitize the students about our constitution.

College organizes programmes on Voter Awareness.

College organization various guest lectures.

College organizes programme on cashless economy.

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

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

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

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

College organizes various events throughout the year to inculcate

values and life skills among the students. The national and internaional commemorative days Independence Day, Republic Day,Labour Day, International Yoga Day, World Environment Day, Interanational Youth Day, World Women's Day, World Minority Day etc to stimulate life skills among students. Apart from this, institute organizes birth and death anniversaries of great personalities such as Mahatama Gandhi, Lokmanya Tilak, Anna Bhau Sathe, Mahatma Jyotiba Phule, Savitribai Phule, Dr. Babasaheb Ambedkar, Dr. A.P.J Abdul Kalam, Dr. Radhakrishanan and others. The celebration of these events motivate students about the contribution and sacrifice of these great leaders towards social reforms, social justice and nation building. The various department of college organizes Geography Day, Science Day, Marathi Day etc.

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.

BEST PRACTICE I: 1) TITLE: POLLUTION FREE CAMPUS

2) Goal:

a)To make the college campus free from the pollution

b)To inform and aware the people about the importance of pollution.

c)To plant tree around the college campus area.

d) Observation of No-Vehicle Day

e) Plastic Free Campus

3) Context: Today in the 21st century, the major problem is facing

by our country is pollution. The college has taken initiative to free the college campus from the pollution. The college started "No Vehicle Day" to reduce the pollution and also the college has given information about the pollution to the people.

BEST PRACTICE II 1) TITLE: IMBIBE RESEARCH CULTURE IN THE CAMPUS

2) Goals:

1. To inculcate research culture among the teachers and students

2. To get more projects from the different funding agencies.

3. To maintain the data of the college activities through the magazine.

3) The Context: In the higher education, research has got the prime significance in the policy of Govt. of India. The college has taken initiative in this direction to imbibe the research culture among the teachers and students.To publicize these activities, the college has started its own news i.e Aksharyatra and Pankaj magazine.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

College organizes various programme to complete fulfil its vision and mission. The vision of the college is to inculcate values among the students. So the college organizes various programme to inculcate values among the students. The students from rural and tribal areas are admitted in the college. We have shaped the career of thousand students in 20 years. Many of our students are working on the high posts in the different field. The college also worked for the health and hygine of the girl students. The college organizes various programmes for girl studentsunder Yuvati Sabha. The college organizes self defence programme, PersonalityDevelopment workshop for girl students.

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

1. To introduce new courses and certificate courses.

2. To start canteen facility for students and staff

3 To start student consumer store.

4. To do Green Audit, Energy Audit and Environment Audit.

5. To organize conference

6. To apply for new UG and PG faculty