



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution		SAKET COLLEGE OF PHYSICAL EDUCATION
Name of the head of the Institution		Dr HITESH DAYABHAI RATHOD
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		07182235703
Mobile no.		9823246155
Registered Email		scopegondia@gmail.com
Alternate Email		hitesh.rathod80@yahoo.com
Address		BAJAJ NAGAR FULCHUR ROAD
City/Town		GONDIA
State/UT		Maharashtra
Pincode		441601
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	KRISHNA KUMAR SONI
Phone no/Alternate Phone no.	07182235703
Mobile no.	8349719171
Registered Email	scopegondia@gmail.com
Alternate Email	sonikrishnakumar82@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.scopegondia.com
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.scopegondia.com

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B+	7.9	2006	02-Feb-2006	02-Feb-2011

6. Date of Establishment of IQAC	11-Nov-2022
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
CULTURAL AND EXTENSION ACTIVITIES COMMITTEE	15-Nov-2016 2	30

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

1) CULTURAL AND EXTENSION ACTIVITIES 2) AWARING ABOUT CLEANLINESS 3) PLANTATION

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

Plan of Action	Achievements/Outcomes
No Data Entered/Not Applicable!!!	
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14. Whether AQAR was placed before statutory body ?

No

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2017
Date of Submission	09-Aug-2017
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The curriculum is framed and designed by the RTM University, Nagpur. The institution has adopted the curriculum prescribed by the University. The following action plans, which are well planned, are taken by the institution to achieve and ensure effective delivery of the curriculum. A meeting of the teaching staff is called by the principal in the beginning of each academic session to discuss the action plan for effective implementation of curriculum. The institution has an Admission and Academic Planning committee which prepares yearly academic calendar as per the academic calendar prescribed by the University. As per the norms, a time table is prepared showing the entire teaching work load. The Institution has sufficient scope to chalk out its curriculum delivery at the college level. The teachers in each subject prepare a yearly teaching plan. They maintain a record of all activities in the college. In the beginning of the academic session teachers make students aware about the syllabus unit wise, the distribution of marks and pattern of the examination. Teachers' hard work brings best result in the process of curriculum delivery in stipulated time. The institution has potentiality to carry out the curriculum with well qualified teachers in all subjects. The semester examination and assignments are also the part of teaching plan which evaluates the actual syllabus taught in the classroom. The students are often motivated to use textbook and other reading materials which are available in the library. The teaching staff sits at regular interval to review the course progress and discuss necessary feedback. The institution follows the academic calendar of the University and completes the curriculum within the stipulated time. The practical based subjects have requisite lab which enhance the teaching learning process. Library plays an important role in timely delivery of the syllabus. Teachers and students are using the library as Learning Resources. Since 2017-18, the IQAC of the institution plays important role in this regard.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NILL	NILL	Nil	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BPEd	PHYSICAL EDUCATION	01/11/2015

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NA	Nil	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	NA	0
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>Feedback is circulated among the various stakeholders in a specially designed format. The same is then analyzed by the college committee headed by the Principal of the college. The report is as follows:- Almost 80 of the students were satisfied with the college. As the survey showed, 78.4 students (by combining both agree and strongly agree) agreed that teachers complete the entire syllabus in time, and 87.9 students reported that teachers discuss and interact with the students in the class. 85.8 students agreed that teachers communicate clearly with the students. The evaluation process is fair and unbiased, and regular and timely feedback is given on student's performance as reported by 78.7 and 83.3 students, respectively. As the data shows, around 97.4 (agree and strongly) teachers pointed that the syllabus is suitable for the course, and 86.11 reports that syllabus is need based. Moreover, 94.4 teachers reports that the aims and objectives of the syllabi are well defined and clear</p>

to teachers and students. around 93 teachers agreed that the course content is followed by corresponding reference materials, and 73 reports that the sufficient no. of prescribed books are available in the library. 89 teachers reports that the course/syllabus has good balance between theory and application, whereas 86 points that the course/programme of studies carries sufficient number of optional papers. Around 92 parents reports that the infrastructure of the college is good enough for learning. the security arrangements and safety measures of the college is adequate as reports by 86 parents. Moreover, 88 parents agreed that the learning experience of their son/daughter in the college is satisfactory. 91.3 parents agreed that the academic skills and knowledge of the college faculty is adequate. the resources provided to students by the college is sufficient by highlights by 89 parents, whereas 77 parents agreed that the library and sports facility of the college is good. The feedback from the alumni revealsthat 100 of them feel proud to be a part of the institution and are willing to contribute to the development of the institution. The Alumni Association/Network of old friends is very good as reported by 34.4 respondents. 36.8 alumni highlight that the admission procedure of the college is very good. It was found from their feedback that 100 of the employers strongly agreed that the candidates from our institution who are employed in their organization have good employability skills required for them.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BPEd	Nil	100	62	62
BPES	Nil	30	30	30

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	92	0	3	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
3	1	0	1	0	0

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Students mentoring system available in the institution? (Give details in maximum 500 words). In our institution, mentoring system has been introduced from 2016-2017, for establishing a better and effective relationship between student and teacher and also continuously monitor, council and guide students in educational and personal matter. All teachers work as mentors for students allotted to them. The students must feel to confide in their mentors. This is a continuous process till the end of academic career of student. The aim of student mentorship is – 1. To enhance teacher –student relationship. 2. To enhance student’s academic performance and attendance. 3. To minimize student’s dropout ratio. 4. To monitor the student’s regularity and discipline. 5. To enable the parents to know about the performance of regularity of wards. The IQAC had taken the initiative of implementing the mentoring of students. Students are based on the streams of studies and also according to their core subjects. They are divided into groups of 15-20 students. Mentors maintain and update the mentoring format after collecting all necessary information. Mentors are expected to offer guidance and counseling as and when they required. It is the practice of mentors to meet students individually or in groups. In isolated cases parents are called for counseling and their special meeting with the principal at the suggestion of the mentor. If a student is identified as having weakness in particular subject, it is duty of mentor to apprise the concerned subject teacher. At least 3 to 4 meeting are arranged by mentors for their mentee in each semester. Though, the system has only been implemented in the last few years, significant improvement in the teacher – student relationship is observed. This system has been useful in identifying slow and advanced learner ad through a careful examination of each mentors report the college has organized ‘Remedial Classes’ in identified topics. Principal will meet all mentors of his office at least once in a month to review paper implementation of system. Advice mentors wherever necessary. Type of mentoring done in our institution are:- 1. Professional Guidance – Regarding professional goals, selection of career and higher education. 2. Career Advancements – Regarding self-employment, entrepreneurship development, opportunities, morale, honesty, integrity required for career growth. 3. Coursework Specific – Regarding attendance and performance in present semester and overall performance in the previous semester. 4. Lab Specific – Regarding Do’s and Dont’s in the lab. Outcomes of the system:- a) The attendance percentage of the students has increase to greater extend. b) The number of detainment of students has decrease consistently. c) Due to direct communication between mentor and the student, there was good improvement in student-teacher relationship.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
139	3	1 : 46

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
13	3	10	0	3

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2016	Nill	Nill	Nill
2017	Nill	Nill	Nill

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination

BPEd	CC101	1st Sem Winter-2016	15/06/2016	30/11/2016
BPEd	CC201	2nd Sem Summer-2016	15/12/2016	30/04/2017
BPEd	CC301	3rd Sem Winter-2017	15/06/2017	30/11/2017
BPEd	CC401	4th Sem Summer-2017	15/12/2017	30/04/2018
BPES	Nill	1st Year 2016	15/06/2016	30/04/2017
BPES	Nill	2nd Year 2017	15/06/2017	30/04/2018
BPES	Nill	3rd Year 2018	15/06/2018	Nill
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

2.5.1.Reforms in Continuous Internal Evaluation (CIE) System at the Institutional level (430) Response: The Continuous internal assessment evaluation of the students is an integral part of the teaching-learning process. The students have been encouraged continuously to study sincerely for the improvement of their performance in our college. The college has an examination committee to carry out the effective implementation of internal assessment and college examination. The University has introduced semester pattern of examination from academic session 2016-17 for the faculty of Physical Education .The examinations evaluation process of all the disciplines are conducted by the University in the end of each semester. Declaration of the result is time bound programme. The college has also implemented various reforms in internal evaluation system. At the beginning of each semester, the students are instructed about the syllabus and evaluation process. The formative approach to evaluate student's achievements includes various academic activities, e.g. Seminars Presentation, Group Discussion, Unit Tests, Assignments and Project Submission etc. The Students knowledge of the subject is evaluated on the basis of their presentation skill, communication skill and Field Activities. The Unit Tests are conducted which includes subjective and objective type questions. The students are asked to submit home assignments within proper time schedule. Group discussion is arranged by the faculty in the class room. The internal examination committee plans and implements internal assessment process to evaluate the students' performance prior to university examination. The internal examination schedule is coordinated with the academic calendar. The college takes care to maintain the confidentiality in the work of internal examination process. Whenever there is a change in the evaluation method as per direction of university, it is communicated to the faculty by circulating a copy of the university direction. The utmost care is taken for the maximum attendance of the students. The results of the internal examinations are published as early as possible. The concerned subject teachers conduct a personal interface meeting with the students. The students are apprised of their strength and weaknesses for further improvement. The results are analyzed to identify slow and advanced learners. The IQAC monitors the evaluation process in its meetings and provides suggestions for improvement.

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

SAKET COLLEGE OF PHYSICAL EDUCATION GONDIA ACADEMIC CALENDAR 2016-2017 Sr.No ITEMS/EVENTS PROPOSED DATES 1 Opening of the College After Summer Vacation 1st July2016 2 Admission Process Start 6th July2016 (C.E.T.) 3 Beginning of the Practical Classes 1st Week of Aug 4 Beginning of the Theory Classes 1st Week of

Aug 5 Intramural-opening programmer 2nd Week Aug 6 Model lesson 3rd Week Aug 7 Extramural Selection Schedule September 8 Pre-practice teaching preparation 1st Week of September 9 Practice Teaching Start 2nd Week of September 10 Preparation meeting for Dussera festival 4th Week of September 11 Winter Vacation 3rd Week of Oct 12 Reopening of the College after winter vacation 2nd Week of November 13 First term examination 3rd Week of November 14 Education Comp for B.P.Ed 1st Week of Dec 15 Filling of Examinations forms 2nd Week of Dec 16 College Annual Athletic meet 2nd Week of Dec 17 Cultural festival 3rd Week of Dec 18 Preparation for final practice teachings examination 1st Week of Jun 19 Practice Teaching Examination 2nd Week of Jun 20 B.P.Ed (Two Year) Picnic After P.T.Exam 21 Skill Examination preparation 1st Week of Feb 22 Final Skill Examination 2nd Week of Feb 23 College Seminar April 2017

2.6 – Student Performance and Learning Outcomes

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

<https://www.scopegondia.com/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BPED	BPed	1 SEM	0	0	0
BPED	BPed	2 SEM	62	60	93.30
BPE	BPES	1ST YEAR	30	25	83.33
BPE	BPES	2nd YEAR	20	20	100
BPE	BPES	3rd YEAR	24	23	95.83

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2.7 – Student Satisfaction Survey

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

<https://www.scopegondia.com/>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	0	0	0	0
Minor Projects	0	0	0	0
Interdisciplinary Projects	0	0	0	0
Industry sponsored Projects	0	0	0	0

Projects sponsored by the University	0	0	0	0
Students Research Projects (Other than compulsory by the University)	0	0	0	0
International Projects	0	0	0	0
Any Other (Specify)	0	0	0	0
Total	0	0	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NA	NA	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	Nil	NA
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	PHYSICAL EDUCATION	0	00
International	PHYSICAL EDUCATION	0	00

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
PHYSICAL EDUCATION	1

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	0	2016	0	0	0
NA	NA	0	2017	0	0	0

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	0	2016	0	0	0
NA	NA	0	2017	0	0	0

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	0	0	0
Presented papers	0	0	0	0
Resource persons	0	0	0	0

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
7 DAY CAMP	NSS	1	43

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
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NILL	0	NA	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NILL	NILL	0	0	0
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NILL	0	0	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
2 YEARS	PRACTICE TEACHING LESSON	SAKET PUBLIC SCHOOL GONDIA	01/06/2016	30/05/2018	ALL
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NA	Nil	NA	0
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
81850	81850

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Others	Existing

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
NILL	Nil	NILL	2023

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	1010	677	50	17	1060	694
Reference Books	39	16	11	2	50	18
Journals	11	5	3	2	14	7

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	Nil

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	2	0	0	0	0	0	0	50	0
Added	0	0	0	0	0	0	0	0	0
Total	2	0	0	0	0	0	0	50	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	Nil

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on	Expenditure incurred on	Assigned budget on	Expenditure incurred on
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academic facilities	maintenance of academic facilities	physical facilities	maintenance of physical facilities
640527.75	580923.75	41960	41960

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

Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link) 1) The campus maintenance is monitored through surveillance Cameras. 2) The college has maintenance committee that oversees the maintenance of buildings, classrooms and laboratories. 3) The maintenance committee is headed by the Principal who in turn monitors the work. The Principal who efficiently organizes the workforce, maintaining duty tiles containing details about their individual floor-wise responsibilities, timings, leave, etc. 4) The maintenance committee conducts periodic checks to ensure the efficiency / working condition of the infrastructure. 5) Adequate in-house staff is employed to meticulously maintain hygiene, cleanliness and infrastructure on the campus so as to provide a congenial learning environment. 6) Classrooms, Staffrooms, Seminar halls and Laboratories, etc. are cleaned and maintained regularly by non-teaching staff assigned for each floor. Wash rooms and rest rooms are well maintained. Dustbins are placed in every floor. 7) Optimum working condition of all properties and equipment in the campus is ensured through annual maintenance. The annual maintenance includes maintenance of Generator, CCTV cameras and Water Purifiers. 8) Apart from contract workers, the college has trained in-house electrician and computer technician 9) Lab assistants under the supervision of the System administrator maintain the efficiency of the college computers. 10) Every department maintains a stock register for the available equipments. Proper inspection is done and verification of stock takes place at the end of every year. 11) The civil and electrical work is adequately monitored and maintained by the Institution managements. 12) Periodic reporting on requirements of repairs and maintenance are submitted by the HODs to college office. 13) Library books and records maintenance is done every year. 14) The non-teaching staff is also trained in maintenance of science and computer equipment

<https://www.scopegondia.com/>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	00	0	0
Financial Support from Other Sources			
a) National	00	0	0
b) International	00	0	0

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability	Date of implemetation	Number of students	Agencies involved
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enhancement scheme		enrolled	
Yoga	15/12/2016	37	DEPARTMENT OF PHYSICAL EDUCATION
Meditation	20/01/2017	25	DEPARTMENT OF PHYSICAL EDUCATION
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2016	NA	0	0	0	0
2017	NA	0	0	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NILL	0	0	NILL	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2017	12	BPED (2 YEARS)	PHYSICAL EDUCATION	DBM COLLEGE GONDIA	MPED
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	0
SET	0
SLET	0

GATE	0
CAT	0
GRE	0
TOFEL	0
Civil Services	0
Any Other	0
View File	

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

Activity	Level	Number of Participants
CULTURAL ACTIVITY	COLLEGE LEVEL	32
SPORTS ACTIVITY	INTER COLLEGE LEVEL	12
SPORTS ACTIVITY	UNIVERSITY LEVEL	4
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	Nill	National	0	0	00	000
2016	Nill	International	0	0	00	00
2017	Nill	National	0	0	00	00
2016	Nill	International	0	0	00	00
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Presence of an Active Student Council and Representation of Students on Academic and Administrative Bodies/ Committees of the Institution. Our students participate actively through Students Council in the functioning of the college. The student representation in Students Council is according to norms and directives of the University. Students with academic competencies are nominated as Class representatives and students from Cultural, Sports, N.S.S, and two girl student representatives nominated by the Principal, this is the form of the composition of the Student Council. Student Volunteers disseminate information from College administration and other committees to all students. They assist the teachers in planning, organizing and executing various student oriented activities. They act as mediators between students and teachers to share, discuss and solve their problems, if any and have free access to the Principal. Our students actively participate in cultural activities by promoting our customs and traditions. They take initiative in organizing events as varied and diverse as Rangoli Competition, Mehendi competition to Prestigious Intercollegiate Drama Competition. Students also take active part in conducting Days like Traditional Day, Teacher's Day, Farewell functions and also take the responsibility of maintaining discipline on the Campus. N.S. S is one of the active units in our college that enhances the social and

interpersonal skills of the students. Students are involved in planning and executing the year long activities of N.S. S including the field work and survey conducted during the winter camp. These students receive a proper exposure to rural life and develop a rapport with the villagers to understand and resolve some of their social problems such as habits of cleanliness and hygiene, importance of literacy and eradication of superstitions. Students also show lot of enthusiastic support in innovative practices and best practices of the college, that include participation in activities related to gender consciousness, gender equity, Yuva Saptah(Week for Youth), enhancing linguistic competence through Marathi Sanvardhan Pandharwada and various Skill development Courses like Printing and Publishing, Computer Basic Skills, Spoken English Course. Our college also takes pride in engaging the students in value-added courses that help in creating a socially, ethically responsible citizen.

Students are equally energetic in arranging exhibitions, study tours, industrial visits and Social Volunteers such as Police Mitra. They also work as conscious citizens by promoting environmental awareness through preparation of projects and environment related activities. Students avail of the opportunity of developing the soft skills that enhance their employability and make them more confident and presentable. All these practices show the active engagement of our students in all the activities that can lead them to over all personality development and enhance their communicative and professional skills. As per new university Act the college development committee has been formed. On this committee, the representation has been given to the present student representative and the past student representative.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

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5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The institution practices decentralization and participative management The Management of the Institution conducts the regular meets and discuss the issue and challenge with developmental aspect of the institute. Thus , Management of the Institution encourages the teachers, students and non -teaching staff, alumni and co-coordinators to share their ideas, opinions and suggestions through the proper channel. The input received from various committees and feedback analysis are considered for the future decision making. The Institutions always believe in the practices of decentralization and participative management. Practice of Decentralization is having own significance in the management. It reflects the policy decision making, planning and administration, and office management. Management and Administration is responsible for quality initiative to promote education to

all sections. The Institutions enhance the quality at various levels - Management, College Development Committee, Principal, IQAC Committee, NAAC Committee, Various Committees, Academic Staff Welfare, Administrative and Non teaching Staff, NSS, all the stakeholders involve in the decentralization and participative management all are working together for efficient functioning of the Institutions.

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

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

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

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

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

Hierarchy of the Committee : All Committee head by the Chairperson of the committee who is nominated by the members of the committee. All activities are monitors by the Internal Quality Assurance Cell. Academic Calendar is meticulously planned and prepared in advance by Academic Committee and ensures the proper implementation of the academic calendar. Academic co-coordinator is responsible for confirmation and observation of academic activities. Heads of the department ensure the functioning of the departmental activities. Faculty members ensure academic activities. Faculties conduct the lecture, practical, attendance, examination and result and provide the feedback for the further improvements.

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

No

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	The institute is affiliated to the RTMNagpur University therefore follows the syllabus designed by the University. In addition to the syllabus we believe in holistic development of the students. We have formed IQAC for the purpose also take suggestions from industry expert
Teaching and Learning	We are following the guidelines issued by the university in terms of syllabus and teaching learning process its implementation. To make learning more effective we have choice-based

	credit and grading system of examinations. We ensure state of the art lab facilities, Computational facilities, Library also competent faculty
Examination and Evaluation	We follow University examination scheme of 70:30 wherein 70 weightage is given to end semester exam 30 weightage is given to internal test. This scheme of continuous assessment ensures proper learning outcomes. The University scheme provides us with various heads of evaluation such as assignments, presentations, term work, practical etc. These heads of exams and evaluation enables
Library, ICT and Physical Infrastructure / Instrumentation	The Institute has library space in excess of AICTE norms with adequate seating capacity of about 40. We have sufficient volumes of Books Journals. In addition, We have infrastructure as per norms as per NCTE. The campus is wi-fi connected.
Admission of Students	Our admissions are done strictly as per Govt of Maharashtra mandate as per CET scores. The rest of the students come from diverse backgrounds. The guidelines issued by the RTMnagpur University is strictly adhered with.

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

E-governance area	Details
Student Admission and Support	We take admission via CET Scores. Our admissions are done strictly as per Govt of Maharashtra mandate as per CET scores. The rest of the students come from diverse backgrounds. The guidelines issued by the RTMnagpur University is strictly adhered with.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2016	NILL	NILL	NILL	0
2017	NILL	NILL	NILL	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the	Title of the	From date	To Date	Number of	Number of
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	professional development programme organised for teaching staff	administrative training programme organised for non-teaching staff			participants (Teaching staff)	participants (non-teaching staff)
2016	NILL	NILL	Nill	Nill	0	0
2017	NILL	NILL	Nill	Nill	0	0
View File						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NILL	0	Nill	Nill	00
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	3	7	7

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
00	0	0

6.4 – Financial Management and Resource Mobilization

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

The accounts of the college are audited by chartered accountant regularly as per the government rules. The auditor ensures that all payments are duly authorized after the audit, the report is sent to the management for review. Any queries, in the process of audit would be attended immediately along with the supporting documents within the prescribed time limits. The institution did not come across with any major audit objection during the preceding years.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NILL	0	NILL
View File		

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority

Academic	Yes	LEC	No	Nil
Administrative	Yes	LEC	No	Nil

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

NIL

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

NIL

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

NIL

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	CLEANLINES S12 AWARENESS CAMPAIGN	12/12/2016	12/12/2016	12/12/2016	21
2017	NIL	Nil	Nil	Nil	0

[View File](#)

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
NIL	Nil	Nil	0	0

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

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

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	No	Nil
Ramp/Rails	Yes	0
Braille Software/facilities	No	Nil

Rest Rooms	No	Nil
Scribes for examination	No	Nil
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	Nil	Nil	Nil	Nil	NA	NILL	Nil
2017	Nil	Nil	Nil	Nil	NA	NILL	Nil

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
NILL	Nil	NO RECORD

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
SWACHH BHARAT ABHIYAN	12/12/2016	12/12/2016	21
YOUTH DAY	12/01/2017	12/01/2017	27

[View File](#)

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

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five) Energy Conservation All the compact fluorescent lamps (CFLs), mercury and sodium vapour (250 watt 125 watt) lights have been changed to energy efficient Light Emitting Diodes (LEDs) bulbs and tube sets (40 watts) in the campus. The faculty members, administrative staff and students are sensitized to use electric power judiciously. Provisions of master switch to all the classrooms to enable to switch off all fans/lights at the end of class work have been made in the University New buildings in the University have been constructed with more provision of natural lights and ventilation, enabling lower consumption of electrical energy in day time. Rainwater Harvesting Rainwater harvesting systems are in operation in most of the buildings of the University. Both roof water and storm waters are harvested for various uses and recharging the groundwater. Clean and Green Campus The College campus is located amidst serene natural environment and all members of teaching and non-teaching staff along with students are dedicated towards maintaining its greenery and cleanliness. The campus is covered with a mix of old and young trees, ornamental shrubs and herbs. All roadside trees are properly marked with common and botanical names. Planting of trees is a regular feature of the college and every year sites are identified for plantation. Burning of fallen

leaves is strictly prohibited instead recycling of organic matter (plant leaves etc.) is done through decomposition pits, to be use as manure later. Regular cleanliness drives are undertaken by the NSS volunteers, besides the students and teachers of all the departments. Also, various programmes related to Swachh Bharat Abhiyan are organized in the campuses. Proper waste disposal measures are taken particularly in the hostels and residential colonies with the help of Municipality. Dustbins are placed at appropriate places. Use of plastic bags is banned in the campuses.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

7.2.1 - Describe at least two institutional best practices

Best Practices Title
of the Practice: Swachh Bharat Abhiyan - Cleanliness drive by college.

Objectives of the Practice: Swachh Bharat Abhiyan is one of the most significant cleanliness campaign by Government of India. The college gave special focus to this Swachhata Abhiyan and conducted various activities throughout the year. The objectives of this practice are To spread awareness among people about the importance of cleanliness.? To teach students the importance of hygiene and cleanliness not only in their homes? but also their surroundings. To teach basic hygiene to school kids and reduce the inflow of diseases.? To make students participate in various cleanliness drives.? The

Context: Public places see a lot of carelessness about cleanliness. It is observed that after most of the 'Sarvajanic' festivals, the public places like road, railway stations, beaches, etc. get flooded with wastes and garbages. The college, through its various activities conducted by different departments tries to ensure cleanliness and also spread the message of importance of hygiene and cleanliness in the vicinity. The college also joined hands with Gondia Municipal Corporation, NGO's and different agencies and participated in many cleanliness drives to achieve the objective of this practice. The Practice the College has always insisted on instilling values amongst its students and also in making them aware of their social and moral responsibilities. The college aims to make their students a responsible citizen of the nation by exposing them to various social service camps and drives. With a view to develop a sense of social responsibility the college has established various associations and activities. Under these associations the college joins hands with different NGO's, agencies and BMC officials to conduct activities and cleanliness drives. A duly constituted committee of teachers of the college with the help of students conduct different activities and cleanliness drives throughout the year. Drawing inspiration from the institution's Mission, inculcating values amongst the students have always been given attention and priority. The students are informed through notices circulated in the class rooms and information is also passed through the college website for the sake of its alumni at regular intervals. Students who need any clarifications or further information approach to the concerned convener. Apart from engaging students in various activities and drives conducted by the college, they are also encouraged to get actively involved in similar activities outside the college, at their residential zones, etc. They are also motivated to create awareness among their family, friends and immediate surroundings. critical health issues and want to contribute going out of their way for such social causes. As a result they get prone to ill health. Taking proper care for such enthusiastic students becomes a challenge. Students put in days of hard work to ensure cleanliness of their surroundings and achieve results too. But it is observed that other civilians who are ignorant about keeping their surroundings clean and hygienic bring the whole situation back to square one. This leaves all the efforts taken by the students in vain. There is a huge problem as to how to sensitize the masses in this regard. Students participated with zeal and enthusiasm in large numbers for such social activities. It was observed

occasionally that to arrange and assign tasks to such large group of students was a challenge. Note: The activities mentioned here are indicative and only represent the ones conducted by the college with the help of the students. Apart from these most of the students are motivated and encouraged to extend the practice of cleanliness and hygiene in their local vicinity also. And many of the students have been successful in doing the same.

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

<https://www.scopegondia.com/>

7.3 – Institutional Distinctiveness

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

7.3.1 - Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust. Our College is a physical education college which depends upon certain Moral values which are guiding principles of life. They are responsible for the all round development of an individual. Values reflect ones personality, his attitude, behavior, his mission and vision. Values are backbone of any personality, religion, society or a nation. Moral values can bring in peace of mind, joyful environment, better quality of life, sustainability, harmony in the global society. Value oriented education can go a long way in curbing these fissiparous tendencies and inculcate the sentiments of unity and solidarity among various sections of the society. Character is the foundation of self development. Education is a process of developing ones personality and not just gaining a certificates and skills. it is a process by which character is formed, strength of mind is increased, intellect is expanded and one learns to stand on ones feet. The aim of education has been determined by philosophical, social, economic, political and cultural norms of the society. Education should not only preserve the social heritage but also be able to enrich it. It equips the youth of the nation to the rational and pragmatic approach of life. It helps the society to value life and work for the betterment. It is the education which makes the system value based and adheres to the accepted norms of the society. The purpose of education is self affirmation and not self-negation. Value education alone can provide real meaning and content of life and enhances the cultural factor within human being. Role of our institution- Our present education has undoubtly widened and several new fields of education and technology have emerged but nothing serious is being done in modern education institutions to teach morality. Therefore, in institution moral education is the first priority given by our teachers, as a part of their educational curriculum. The institution also promotes cocurricular activities like painting, music, elocution, recitation etc. The program of NSS related to the life and teachings of dignified personalities and concern towards aiding the needy and weak and volunteering in charity and natural/national disasters. Physical activities like game, sports and yoga will provide physical fitness, healthy body, mind and spirit. Participation in cultural activities will make the student aware of rich culture and heritage. All these practices are there in our college and we have given them an equal importance and rating among academics and other intellectual activities. The institution is also responsible in maintaining the cleanliness and peaceful environment providing clean and safe drinking water and restricts social evils such as smoking, and ragging in the campus, which support and reinforce the adoption of positive values.

Provide the weblink of the institution

<https://www.scopegondia.com/>

8.Future Plans of Actions for Next Academic Year

FUTURE PLAN a.Future Plan of action for next five year a. Organization of workshop by the IQAC to promote the quality improvement strategies and the theme of the workshop is "Revised guidelines framework issued by the Rashtrasant Tukdoji Maharaj Nagpur University and NCTE" b. Up gradation of existing amenities' and purchase of sports materials to promote best practices in the college campus. c. Encouraging faculty members to complete their doctoral degrees and to continue research activities through quality publications and research projects d. Increasing the number of environment friendly initiatives by NSS and ensuring participation of maximum students in such initiatives e. Promoting participation of students and staff in seminars, workshops, sports and cultural activities organized by the college and external agencies f. Promoting activities such as Yoga, physical exercise, meditation etc. related to development of mental and physical fitness of students, faculty and staff g. Study tour, field visit, Group discussion, and seminars will be organized. h. Academic audit in the college will be continued and strengthened by IQAC i. ICT facilities will be increased for teaching learning activity enrichment j. Recoupment of the permanent faculty in different departments k. Promoting the faulty for refresher, orientation course, short term course and CAS promotion l. Recognition of the research lab in concern subject m. Formation of department society for the active involvement of the student in concern subject n. Encouragement of the Best Student by the Principal and faculty o. Encouraging the faculty and student for field Project other than curriculum p. Reestablishing the IQAC by adding new members q. Online feedback system will be introduced in the session r. All faculty members are encouraged and facilitated to participate and present papers in conferences and UGC referred Journals s. To organized guest lectures by the expert in the concern subject t. To encourage the department head for the formation of linkages and MoUs with other institute and Industries as well.