YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

DR. PANJABRAO DESHMUKH ARTS AND COMMERCE (EVENING) COLLEGE, NAGPUR

- Name of the Head of the institution

Dr. Sanjay Manoharrao Awadhoot

- Designation

Principal (Officiating)

- Does the institution function from its own campus?

No

- Phone no./Alternate phone no.

07122720605

- Mobile No:

9423110236

- Registered e-mail

naacpdcn@gmail.com

- Alternate e-mail

sanjayawadhoot18@gmail.com

- Address

Dr. Panjabrao Deshmukh Arts & Commerce (Evening) College, Subhsh Road, Cotton Market

- City/Town

Nagpur

- State/UT

Maharashtra

- Pin Code

440018

2.Institutional status

- Type of Institution

Co-education

- Location

Urban

- Financial Status   **Grants-in aid**

- Name of the Affiliating University   **Rashtrasant Tukdoji Maharaj Nagpur University**

- Name of the IQAC Coordinator   **Dr. Mrs. Archana Nilesh Shelke**

- Phone No.   **07122720605**

- Alternate phone No.   **07122720605**

- Mobile   **7709559498**

- IQAC e-mail address   **naacpdcn@gmail.com**

- Alternate e-mail address   **pdcneve@yahoo.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   http://www.panjabraonightcollege.org/

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: http://www.panjabraonightcollege.org/wp-content/uploads/2023/03/2021-22.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C**	**Nil**	**2006**	**02/02/2006**	**01/02/2011**

6.Date of Establishment of IQAC   **19/07/2013**

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

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

8.Whether composition of IQAC as per latest NAAC guidelines   **Yes**

- Upload latest notification of formation of IQAC   View File

9.No. of IQAC meetings held during the year   1

- Were the minutes of IQAC meeting(s) and   No
  compliance to the decisions have been
  uploaded on the institutional website?

- If No, please upload the minutes of the   View File
  meeting(s) and Action Taken Report

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

- If yes, mention the amount

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

1. Academic and administration audit 2. Started monthly collection
of institutional data. 3. Completed many of the pending promotions.
4. Conducted a vaccination drive for Covid-19 in the institute.

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
Promoting young faculty members to undergo orientation, refresher, FDP, workshops, etc. conducted by various HRDC's across the country.	IQAC has been sharing information among the young faculty members regarding different courses conducted by various HRDC's across the country. It is very important to nurture the quality culture of the college.
Promotion of research opportunities for faculty members.	The IQAC decides to promote research opportunities for the faculty members of the college. As a result of this many research papers have been published by different faculty members in reputed journals.
Preparation of submission of data to AISHE.	Submitted data on AISHE portal.
Examination reforms.	Examinations were conducted in online mode.
To update Wi-Fi communication and website.	Updated,
Preparation for NAAC.	Preparing for facing NAAC committee during the year 2023.

13.Whether the AQAR was placed before statutory body? No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
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• Designation	Principal (Officiating)
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• Mobile No:	9423110236
• Registered e-mail	naacpdcn@gmail.com
• Alternate e-mail	sanjayawadhoot18@gmail.com
• Address	Dr. Panjabrao Deshmukh Arts & Commerce (Evening) College, Subhsh Road, Cotton Market
• City/Town	Nagpur
• State/UT	Maharashtra
• Pin Code	440018
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and compliance to the decisions have been uploaded on the institutional website?		
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• If yes, mention the amount		

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No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	20/01/2023

15.Multidisciplinary / interdisciplinary

Faculty members were encouraged to analyze the NEP 2020 with the aim to learn from and provide superior education that will contribute to nation building through advancement of the students with flexible curriculum, skill building subjects, integration of vocational education, As our institution is an affiliated college, the course structure and the content for academic teaching-learning is designed by the affiliating university as per the UGC guidelines. Our parent university is also working on the successful implementation of vocational, interdisciplinary and multidisciplinary education which will certainly facilitate our students to be more competent and employable. Ours being an evening college our management had always strived to provide the working class as well the students who come from below average income households with quality education.

16.Academic bank of credits (ABC):

Our college is affiliated with the Rashtrasant Tukdoji Maharaj Nagpur University. The institution follows the curriculum stipulated by the University. The current Choice based credit system (CBCS) does not have the flexibility to permit the learners to avail the benefit of multiple entries and exits during the chosen programme and hence the College is not registered under Academic Bank of Credits. The institution is planning to join Academic Bank of Credits for the beniefit of the students and the faculty alike. There is ,however, the problem regarding students being rather slow on the adoption of the new systems in a rapidly changing environment and the institution aims to make the process of adoption as smooth and urgent as possible.

17.Skill development:

At present the University provides the institution with the syllabus that is utilized in the teaching process. The University plans to adopt the skill based curriculum and is working through the pandemic to provide the students as well as the educators with that choice. The Institute plans to adopt the same as soon as the new changes are implemented.

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

The college being situated in Maharashtra the native language is Marathi. The institute employs Marathi and English for teaching – learning and communication. As many of our students also come from regions where the Marathi language is not native, communication is not limited to the abovementioned languages and

the institution imposes no language restriction in classroom teaching . The students and teachers communicate in Marathi, Hindi and English. As Marathi is the mother tongue in Maharashtra most of the classes are conducted in the same. Many of the students have studied upto class X and XII in Marathi medium and therefore prefer it for better understanding. Even in the online mode of teaching, faculty took extra care to ensure that the contents delivered were understood by the students . Students are allowed to write both internal and university examinations in Marathi or English according to their preference. The Institute offers various Social science, Humanities and Commerce studies courses for UG and PG students. In Humanities and Commerce classes, the concepts are delivered both in Marathi and English. There is also a lack of technical books in Marathi, for PG Commerce studies but there are a good number of conceptual books and videos in the same which helps them to conceive and understand concepts.

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

Our college is affiliated to RTM Nagpur University. We offer Under Graduate courses under the Faculty of Arts and Commerce as well as Post Graduate courses in Faculty of COmmerce following the curriculum designed by our university. The Programme Outcomes, Programme Specific Outcomes and Course Outcomes are designed as per the curriculum developed by the university and evaluated by the institution and is communicated to the students. The outcome is set to develop basic life skills, vocational skills, intellectual skills and interpersonal skills. The outcome is transferred to the students through careful Analysis of the syllabus and through effective implementation by the teachers of the institution. The activities of each department is focussed on the overall skill development and the students are encouraged to involve actively in all the academic and non-academic activities inside the college. The college provides platform of NSS for students to engage in social activities to develop and understand their social responsibilities. We strategize the Outcome Based Education to create achievable goals while the students are free to choose the goals to be short term or long term. We have a very well-functioning physical education department which concentrates on bringing up national and international athletes. Dr. Panjabrao Deshmukh Arts & Commerce (Evening) College offers facilities for intellectual, physical and social development of its students.

20.Distance education/online education:

The year 2021-222 continued the lockdown protocols of the

previous year which limited the physical teaching capacities of the intitution. The shift to online mode of teaching-learning due to the COVID-19 pandemic was handled by the institution with grace. The college continued regular classroom teaching through online modes and study material was also provided to the students through this mode. The teachers adapted to online mode of teaching throughout the pandemic. Due to the restrictions imposed by the lockdown guidelines physical capabilities were very limited for the teachers. This led to them conducting calsses in a limited capacity.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**102**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**394**

File Description	Documents
Data Template	View File

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

File Description	Documents
Data Template	No File Uploaded

2.3 Number of outgoing/ final year students during the year	**196**

File Description	Documents
Data Template	View File

3.Academic

3.1	**5**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**11**
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1	**11**
Total number of Classrooms and Seminar halls	

4.2	**305647**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**7**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Dr. Panjabrao Deshmukh Arts and Commerce (Evening) College Nagpur is a night college and has been established to cater to the needs of the poor, economically backward and working class students, especially those who are working during day time. The college thus serves the purpose of serving the society. The college provides

ample opportunity to the poor students by offering scholarship and wavering off the fees for those who are unable to pay. The college offer UG program in Arts and UG and PG program in Commerce. The institution is affiliated to R.T.M Nagpur university, Nagpur and adheres to the curriculum design prescribe by the University. The institution ensures effective curriculum delivery through a wellplanned and documented process. The institution holds regular staff meeting to develop quality action plans for effective implementation of the curriculum, however due to covid restrictions these were not possible. Teaching plans are design by every faculty for timely completion of syllabus, according to the academic calendar issued by the university. Students are acquainted with the academic plan through prospectus, time table and frequent notices and also through the faculty members. Academic calendar helps to stream-line all academic sports, and extra-curricular activities.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The Academic Calendar is prepared by the IQAC, adhering to the University Academic Calendar, The institution ensures effective curriculum delivery through a well-planned and documented process. The institution holds regular staff meeting to develop quality action plans for effective implementation of the curriculum. Departmental meetings are held in order to design effective plans, allotment of workload to every faculty based on their subject, teaching experience and other personal traits and execution of the effective measures for curriculum delivery.It is duly reviewed and approved by the heads of the department. All UG and PG courses offered by the college have a semester system. Each department conducts class internal test, tutorials and seminars for internal assessment. Thus meticulous planning and careful implementation are ensured.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	D. Any 1 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

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

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)

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

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

Nil

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

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**No File Uploaded**

1.3 - Curriculum Enrichment

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

Efforts are made to sensitize the economically and socially backward students on various social issues. Certain activities are carried out integrating cross cutting issues relevant to gender Environment and sustainability, Human values and professional Ethics into the curriculum. Environment issues are addressed into the curriculum of second year course is designed to create awareness about the environment. The syllabus of commerce includes issues on Banking, GST Income Tax, etc. which are integrated into the curriculum. Issues on gender, human rights and ethics also form an integral part of the curriculum. Human values and rights are added into the curriculum of Arts. These issues are integrated into the syllabus of political science and covered under the topic of Indian Constitution to make them aware about the right to vote,

right to education, etc. Gender discrimination and women's issues and empowerment are also integrated into the curriculum. The syllabus of History includes history of the past and issues in context of historical background. Social problems in contemporary India and social movement and the philosophical background include most of the part of syllabus of Sociology to make the students aware of the social problems and causes of crime in society.

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	No File Uploaded

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

Nil

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

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

Nil

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

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

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

600

File Description	Documents
Any additional information	**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

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	**No File Uploaded**

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution gives admission to the students in the faculty of Arts & Commerce and the process of admission is transparent. The college admission committee welcomes every student at the time of admission. Teachers review the academic performance of students from class room lecture and discussion, unit test, previous board's result and class seminar. In the beginning of the session fundamentals are taught the better understanding of the subject, concepts which could not be grasped easily. Slow learners are specially advised and counseled by the respective subject teacher. The advanced learners are motivated to take part in competitions. They are also motivated to study so that they can prepare for competitive examinations. Advanced learners are motivated to strive for higher goals. They are provided with additional inputs for better career planning and growth. Experts from the different colleges are invited to deliver the lecture on different subjects in the curriculum. The college has provided computer facility with internet connection and Wi-Fi connectivity for fast and precise assess of information for independent learning. Teachers encourage them to participate in different competitions to show their potential. They are also encouraged to study deeply in their subject and appear for various competitive examinations.

File Description	Documents
Link for additional Information	**Nil**
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
136	**5**

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

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

Learners in the institution comprises of large groups working in different offices and varied fields whose sole intention is to get a degree in the field of Arts & Commerce.Institution imparts quality education and adopts students' centric method. The teachers include traditional methods of teaching and also employ interactive session by discussing topics on current issues .To enhance their learning experiences, teachers also adopt teaching of few relevant topics by exchanging ideas in groups .Students speak on current issues and the teachers check that they are updated with current affairs. Teachers adopt a wide range of techniques and strategies to make learning student centric .Basically the faculties take efforts to make the subject topic interesting and simple to make the learning process student centric. The faculty employees theoretical lecture method, field work, project work, class room seminar whenever and wherever necessary for teaching learning and evaluation of the students for participative learning, the interactive method i.e. questions and answers between the teacher and the students. The curriculum of university has made the seminars mandatory to all U.G .and P.G. students In a social sciences and languages, extensive study is base on participative and interactive methodologies .

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	**Nil**

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

Nil

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**Nil**

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

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
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

5

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

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

4

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

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

2.4.3.1 - Total experience of full-time teachers

83

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.

Internal Assessment or evaluation is an important step to trace the overall development of the students. For better results, each teacher gives a class test after completing the lesson or a particular unit. The answers are evaluated and answer sheet are given back to them so that they can study accordingly. Internal assessments include marks on assignment and viva to test their conversational skills. In the faculty of Arts, for the purpose of internal assessment, especially a book step up1, step up 2 and step up 3 is designed respectively for first, second, third, fourth, fifth and six semesters. For the course of B.Com. Similar pattern is adopted and followed. For the internal assessment marks are given on viva and dissertation. Evaluation is a processed mechanism of the university where teachers are relived from the institution for the work of evaluation and moderating answer books of the examination conducted by the university. Evaluation at the institution level is a continuous system where marks are allotted by each department in the form of Internal assessment. The students submit assignments for every subject and marks are allotted and sent to the university.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

In semester pattern, examination is conducted at two levels- University level and Institution level and thus examination related grievances are addressed at these two levels.

At university level :- Regarding the grievances related to examination the university has formulated certain rules. After declaration of the results the dates for revaluation are displayed on the notice board for the students. The student can also demand for answer copies from the university by depositing the required fees. Subject related teachers assesses the answer books and marks are allotted accordingly.

At the institution level :- The grievances are conveyed to the examination committee and the convener of the committee and the convener of the committeedirects the students to the concerned department in which students need guidance.

Thus the mechanism to deal with examination related grievances is transparent, time – bound and efficient. Exam related grievances are dealt properly by the staff and students are directed to Clerk of our institution who provides solution to their problems by filling the forms and doing the needful.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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 institution offers degree programs in Arts and Commerce faculty and post graduate programme in Commerce faculty. The college gives admission to the students on the basis of previous qualifying examination. After getting admission in respective faculty the students are made aware o the programs and they can offer subjects of their choice. Course outcomes (COs) are stated clearly and communicated to each and every student by displaying on college notice board .students of each faculty are also guided through students guidance committee and COs are clearly stated. The students graduating from the faculty of Arts can Opt for P.G. in any subject of Arts. Likewise they can pursue M. Phil, Ph.D., Net, Set, MBA etc. Students can also go in for professional courses like B. Ed. They can pursue Law ,prepared for competitive exams MPSC,UPSC, Banking ,Railway etc.Similarly students graduating from Commerce can pursue the same courses along with CA and CS . The respective subject teachers convey and sensitize the students regarding the course objectives, course outcome, evaluation pattern, weighted and other courses related informationin the class room.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The college offers UG Programs in Arts & Commerce and PG Program in Commerce faculty. As the college is a Night College the programs are made known to the students through the prospectus of the institution and are also communicated to the students in the formal way of discussions. The outcome of B.A. program may be –

1. Creative and critical thinking.

2. Communication Skills.

3. Inculcation of ethical values.

4. Community Engagement and Societal Understanding.

The outcome of B.Com. Program may be –

1. Application of basic skills for the analysis of Accounting, Marketing, Management, Economics, Finance etc.

2. Understanding economics and business scenario.

3. Understanding e-commerce, digital marketing, etc.

The course outcomes in the faculty of Arts and Commerce are made clear to the students so that they can select a particular course according to their choice. It is made clear to the students regarding the various fields and areas in which there is scope for their career.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

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

183

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)

http://www.panjabraonightcollege.org/

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)

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

3.1.2 - Number of 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

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

3.1.3 - 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

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

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

7

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

3.2.2 - 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

3

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

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

Nil

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

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

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

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

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

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

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

0

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

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	**No File Uploaded**

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 was established in 1984 by Late Prin. Madhukarrao Mundafale with the vision to cater the educational requirement of the needy and working class student. The college is Night college situated centrally in the Heart of the city, thus providing accessibility to the student coming from different places after their job is over. Being a night college the buildings location is the center of Nagpur makes it convenience to the student to come to persue education. The college has a record of being the only college in Vidharbha to impart education to the student who are working. The location is well connected through easy availability of transport. Moststudents use public transport.We have sufficient classroom, office, principal's cabin, sports room etc. The sports

room has all the necessary amenities required for playingindoor games,a library with a reading room to access books and use internet facility for acquiring knowledge.In the premises there is Subhas Mandal which hosts various sports activities. Their play ground is adjacent to the playground of the college anda well equipped Gym in collaboration with the institute.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

As the building is rented and holds school of NMC during day time the college begins its regular classes from 4:45PM. The students coming to attend classes are already working during day time and thus their main motto is to pursue education, either become a graduate or a post graduate. Thus they find less time to involve themselves in sports and cultural activities. But as teachers we motivate them to indulge in such activities.The physical education and sports department holds the responsibility to organize such events in sports, both at the institution level and university level. The institution has a playground for sports.Adjacent to the college ground is Subhash Mandal, a sports club, on the same premises, various sports activity are organised here. Games like kho-kho, Kabaddi, badminton, athletics, yoga and cultural events are taken in the ground in collaboration with the club.A well equipped gym is also available to students and staff alike.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

0

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	[nil](nil)
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	**No File Uploaded**

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)

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)	**No File Uploaded**

4.2 - Library as a Learning Resource

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

The college has a rented building, So There is no chance to develop infrastructure. It has a small library. The college library is situated in separate rooms having sufficient books. The facility of Internet and Wi-Fi is made available in the library for the users. The working hours of the library are from 2.30p.m. to 9.30p.m. on regular days and during examination. Every year library advisory committee is constituted to strengthen it's activity. This committee allocates department wise budget for purchase of Book, periodicals, and also conduct annual stock verification. The issue – return facility of the library is conducted by using card. Separate compartment are made in the Library to accommodate the books subject wise. There are separate

compartments for reference books, Journals magazines and daily newspapers. The student can issue a book for eight days. After a week he or she has to return or renew the book. The library has collection of books for competitive exam, English literature, Marathi literature, Sociology, Political science, History, Economics, Commerce etc. The library has excellent collection of books by famous writers, some classic fictions, Biographies and Auto-Biographies, of some famous personalities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

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

E. None 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	No File Uploaded
Audited statements of accounts	No File Uploaded
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 has adequate facilities of the information technologies such as wi-fi and broadband internet connection. Internet connections are well spread through the campus and it is updated frequently as per the need.

The institution has added computers and printers as per IT demands of the institution. There are two computers in the office, one in the principal s office. Two computers are installed in library. One computer is installed in staff room.

The institution every year updates it's antivirus software in all desktops by hiring professional services.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

6

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

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

305647

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

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.

Due to ongoing lockdown restrictions these facilities were not fully accesible bythe students and the faculty.

Physical facilities :- The physical facilities including classrooms and computers are made available for the students.In case of any damage to the furniture, problem in electrical supply or any other complaints done by the students are solved as early as possible.

Sports facilities :- Sports facilities help in overall development of the students. New equipment is regularly purchased and old equipment is properly discarded with proper replacements in their place. The playgound and gym are maintained regularly in tandem

with SUbhash Mandal sports club.

LIbrary:-There is general reading section in our library. Desks are put with benches. There is general reading section in our library Desk are put with Benches for the use of students in the same room. There is no separate reading room for teachers and students. Students are provided with printed material and Xerox on demand according to their needs.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

141

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

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)	**No File Uploaded**

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

E. none 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)	**No File Uploaded**

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

0

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

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)	**No File Uploaded**

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

C. Any 2 of the above

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
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

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**

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

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

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

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
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.

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)	**No File Uploaded**

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)

The student council has a significant role to play in an academic working of an institution as it develops leadership qualities and life values among the students. Student council is monumental in the formation of a sound academic and administrative culture of an institution. Student council used to be a necessary part in the institution earlier when university elections were held. Meritorious student of each class was selected and made class representative. The list of such class representatives (CR) was sent to the university and elections were held to elect university representatives (UR). It is a matter of great pride for the institution that in 2014-15, B.Com Final students Disha Purohit was elected as CR and then elected as UR. There after no significant representation was made by our institution in the process of electing student council as the entire process is managed by the university. After 2014-15 students at the university level were not elected. In the light of ongoing lockdow restricts of the Covid-19 pandemic, no elections for the student council were held and students representation was not practiced due to physical restrictions.

File Description	Documents
Paste link for additional information	http://www.panjabraonightcollege.org/?page _id=587
Upload any additional information	**No File Uploaded**

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

0

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)	**No File Uploaded**

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

Due to lockdown restrictions Alumni meetings and contributions were severely hampered. The college does have an Alumni Association, however, it is not registered.

Alumni association builds healthy relations between the alumni and institution. It bridges the widening gap between the former students and the institution to keep them in touch with the growth and development to strengthen the relation between the students and the college with passing of time. At the same time its role is important in organizing and maintaining the cultural, educational and academic growth in socio-cultural set up.

The alumni of our college were officially formed in 2013 with few students who attended the meet. The importance of the association was conveyed to them and they were very eager for such association. The teaching staff of our college usually takes initiative in inviting them for a get together. We also invite them for some events or programs like Teachers day to address the present students so that they get motivated and encouraged to taken in a better way. The ex-students share their experiences related to their studies, job and their involvement in social set up.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

File Description	Documents
Upload any additional information	No File Uploaded

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

At the beginning of the every academic year different committees are formed and entrusted with the responsibilities of various activities for smooth functioning of the college. The institution preparesthe perspective plan of the institution through which the society, the poor, needy and working class benefits. Our institution is a night college and caters efficiently to the needs of the working class, the students, the poor and needy and to those who desires to complete their graduation while doing their jobs during day time.

The vision and Mission of the institution is started clearly as –

Vision – To import education in the field of Arts & commerce to empower students especially those who are economically backward and those who work during day time for their livelihood.

Mission – "To develop working class students to face challenges of future and make them responsible citizen of India to strengthen the Nation"

Keeping in view the vision of the institution the college is governed satisfactorily by the head of the institution along with the teaching staff who are actively involved in teaching, preparing and implementing respective plans for the future so that the students get an opportunity to learn while earning.

File Description	Documents
Paste link for additional information	Nil
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.

In every academic year meeting is held under the chairmanship of principal for constituting different committees for smooth and efficient functioning of the institution. The co-coordinator of the concern committee takes initiative with prior permission of the principal to complete these activities. In case of administrative work the senior clerk is the prime authority. Under the guidance of senior clerk all the non-teaching staff works. Different committees are formed at the college level in which teachers, non-teaching staff and students are directly involved. There are certain committees which have management representative like IQAC. Apart from these important decisions are taken by the head of the institution in consultation with the management. The IQAC committee comprises Principal, Senior staff, non-teaching staff and other stakeholders. They chalk out and action plan for the entire academic session of the institution. Apart from this statutory committee the colleges constitute committees for the execution of various curricular and extra-curricular activities. In the meeting of these committees the views, suggestion and feedback provided by the students are given due consideration. The college provides autonomy to organize Guest lecture by inviting external experts and resource persons. It also gives autonomy in participating inter collegiate competition.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Lockdown restrictions made implementation of these plans unfeasible. The college has strategic plan to make career,

academic and physical development of the student so that, they should become Ideal citizens by imbibing moral values. The plans are develop by keeping in mind the vision and mission of the intuition. The student are encourage to take part in various cultural activities, oratory competition etc. some of the plans are as follows.

Career guidance :- The teachers work on career building of the students in various fields depending on student's capabilities such as self-trading, skilled labor field employment Arts & crafts etc.

Sports :- Sports department works on sports development of the students in various sports.The department is preparing students for university, state national international level sports.

Beautification and Maintenance :- The college has takesinitiative for beautification of college campus. Due to lockdown restrictions this was unfeasible.

Extension Activities :- The college gives service to society in terms of various welfare programs. Due to lockdown restrictions this was unfeasible.

Library:- The library provides the students as well as the faculty with adequate reading material for their academic needs.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The organizational structure of Dr.Pnjabrao Deshmukh Arts & Commerce (Evening) College cotton market, Nagpur is under the managements of Dr. Panjabrao Deshmukh Memorial Education Society Nagpur.

The management monitors the following process.-

1. Teaching learning process

2. Recruitment

3. Promotion of staff

4. Freedom for Academic development

5. Financial Support

6. Evolution of teachers' performance

The management supervises the functioning of the college. The Principal administer day to day activities of the institute. Various committees are formed for the smooth working of the college some of the significant committees are as follows.

Admission Committee:- This committee to monitor the admission process and student counseling during the admission. The admission process is carried out strictly as per university norms.

Cultural committee :- The committees monitor cultural activities carried out throughout the academic session at college, university and state level.

Examination committee :- The committee monitor the examination schedule and conduct unit test and preliminary examination and it also maintain record such as marks, scored by the students, question paper and record of absent students etc.

Library committee:- It discusses allocation of funds to different department procurement of new books and infrastructural needs of the library.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	http://www.panjabraonightcollege.org/?page_id=173
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in | **E. None of the above**

areas of operation Administration Finance and Accounts Student Admission and Support Examination	

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

6.3 - Faculty Empowerment Strategies

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

The institution has effective welfare measures for teaching and non-teaching staff such as –

- Deputation is granted to the staff for professional development programme for updating subject knowledge; the teaching staff members are allowed to participate in orientation programmes, refreshers courses and short term courses whenever they need.
- Medical bills of the teaching and non-teaching faculty duly prepare for reimbursement and send to joint director higher education (Grant) for sanction.
- The institution has own staff credit cooperative society, through which short term and long term loans are disbursed to the staff members according to their need. The Priyadarshani credit cooperative society has developed the system of appreciation for the children of all the teaching and non-teaching staff, who has cleared their 10th and 12th examination.
- Non-teaching staff is provided the opportunity to participate in different courses/seminar related to computer literacy for the up gradation of their knowledge. The teaching and non-teaching staffs are granted different type of leaves such as earned leave, medical leave etc. as per norms of state government and the UGC.
- The institution encouraged the faculty to pursue Ph. D. and suppose the teaching staff to attend the training programme senior, conference and workshops and present papers.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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)	No File Uploaded

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

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

5

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

Every year IQAC collects information throughteachers. Strength and weaknesses from the feedback are analyzed and take required measures to improve the suggestions. Teaching staff is evaluated and performance is measured with the help of daily teaching

academic diary, Attendance sheets and so on.At the end of academic year, academic performance indicator and performance based appraisal forms are sought from the teaching staff by the IQAC. These performances are provided by UGC and university from time to time. The institution verifies whether the minimum score is achieved or not by the concern teacher in the assessment. The API forms are the base for career advancement. Further upward mobility of the faculty is decided on the basis of the recommendations of screening committee, in accordance with the statutes of the RTM Nagpur University. The final reports are prepared and communicated to the concerned employee. The co-coordinator of IQAC discusses the strength and weaknesses of the employee by seating with them. The suggest the necessary remedies for solving their problem and motivate them for their problem and motivate them for their strength. As per the need the performance appraisal form may be modified for better performance of the staff and institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Every year the college prepares annual budget of the institution and get it sanctioned from the management. The college has maintained account with nationalize Bank, Bank of Baroda, Union bank of India The accounts of the college are audited regularly. The college conducting the audit the auditor furnishes all the financial documents which enable him to have a fair view of the financial transaction. The auditors certify the financial statement of the institute and issues auditors report. Then the college submits the report to the joint Director higher education Nagpur.

The external Auditor verifies income and expenditure on various aspects. Receipts and payment voucher of daily transaction are checked by external auditor after scrutinizing and preparing the income and expenditure statement. Externally the financial audit is assessed by the Joint Director Higher Education Nagpur. Various government departments verify usually the funds received and

disbursed by the college.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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)

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)	**No File Uploaded**

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

The resources are useful for any institution to develop and promote the academic ambience in the campus. The college gets the financial assistance from the government in the form of salary grants is spent on the staff members as per the norm of the government and every year the assessment has been done by the Director and the joint Director of Higher education office. The other regular source of income for the institution is a student fee which is particularly utilizes day to day maintenance of infrastructure as there is no financial assistance from any other government or non-government agency. The college has fund for the future. Sometimes it may be used for student welfare, different functions organized in the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The IQAC is important committee as per as the institution is concern which comprises of principal, IQAC coordinator, few senior faculty members, non-teaching representative and student's representative.

1.Quality Improvement Among the staff

IQAC plays an important role related to quality improvement among the staff. The IQAC always motivate to teaching staff for the participation sandpaper presentation in National, International conferences and seminars. The IQAC inspires teachers to Publish Research Articles in reputed National and International Journals. In our college there is no provision of funds for research and development. There are four research guides in the institute.

2.Mechanism for Performance

The institution has the mechanism for performance appraisal system for teaching faculty. The scrutiny of the same is done by the IQAC and where there is a need it is discussed with the principal bythe concern faculty. At the end of session all the teachers are required to submit a self-appraisal form containing details about research activities, community services, number of periods and tutorials taught etc. The principal and in charge teacher reviews the PBAS and standard API forms. Faculty members are motivated to participate in all the academic, extension, cultural programmers organized by the institute.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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 internal quality assurance cell is regarded as a mechanism to build it and ensure quality culture at the institutional level. The college has established internal quality assurance system with appropriate structure processes and with enough flexibility to meet diverse needs of the stake holders. The IQAC facilitated the creation of learner centric environment by following feedback responses from the students. Initially the IQAC prepared the academic calendar in tune with the University to plan yearly teaching learning process. The students are guided by the teachers through syllabus, subject combination, electives and allied areas of the degree programme. The strategies and plan of teaching learning and evaluation are reflected in the teaching plans of the every subject teachers submitted at the beginning of academic year.

The teachers adopt experimental learning, participation and problem solving methods for students' progression and employability for this. The faculty is always directed through IQAC to use different teaching methods to enhance the quality of teaching. IQAC continuously support and encourages curriculum upgradation and improvement by way of participation of teacher in Board of study meeting workshop and committees for framing of syllabus.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	E. None of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
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)	No File Uploaded

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

The General atmosphere of the college provides an enabling environment for gender equality. The college is very sensitive to gender related issues and has taken a lot of came to ensure not only the safety of the girl students and the staff on the campus but also has taken steps to create an atmosphere in the college premises where in female staff and student flourish in academic, administration and in every field. The college discipline committee takes the special care to ensure the safety of girls students in the institution. The institution is very sensitive for the safety of the girl's students and staff. It aims to provide positive and supportive environment to the girl student for their psychological academic and administrative development. The institution provides regular counseling to the students at the time of admission process. If the student faces some personal psychological financial problem counseling is being done by the teaching staff members of the institution strict confidentiality is kept regarding personal issues of the students. After all being a night college the entire staff take care of girls students regarding their timing availability of vehicle and all other security.

File Description	Documents
Annual gender sensitization action plan	**Nil**
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	**Nil**

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	**E. None 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

- **Reducing the waste generated, is a regular practise on the campus.**
- **Waste is discarded with proper municipal channels.**
- **Online submission of assignments has resulted in lessuse of papers.**
- **Proper maintenance of infrastructure and timely repair of furniture is done to minimize solid waste.**

LIQUID WASTE

- **Liquid Waste is not generated in the college.**

BIOMEDICAL WASTE

- **No Biomedical Waste is generated in the college.**

E-WASTE

- **Use of LCD monitors.**
- **Use of refill inkjet cartridges and laser toners and purchase of less toxic and recyclable materials and components.**
- **Proper use of the electronic devices and timely repair help reducing e-waste.**

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
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

E. None 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

E. None 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	E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
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	E. None 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).

None due to lockdown restrictions.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
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

None due to lockdown restrictions.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**No File Uploaded**
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	**D. Any 1 of the above**

professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	

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

None due to lockdown restrictions.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
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.

The Best Practices implemented by the institution are the ones implemented for the social and academic enrichment of the students. Due to lockdown restrictions these were unfeasible due to their physical nature.

1. Kairee Panhe distribution stall in Ramnavmi shobha yatra:- This is done to motivate the student to work for communities and to instill social as well as communalharmony.

2. Student visit to Legislative Assembly. This is done to evoke political awareness in the students. In this regards following are the objective

- **To know the duty of people representative**
- **To know the functioning of the government.**
- **To know the functioning of the legislative process.**
- **To know how to pass the bills in vidhansabha i.e. legislative assemble and vidhanparishad i.e. legislative council.**
- **To know the constitutional instrument use by the MLAS and MLES.**
- **To know the functions and role of the opposition members.**
- **To make them aware how people's representative act in the house to protect citizens right and to solve people's problems.**

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

7.3 - Institutional Distinctiveness

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

Dr. Panjabrao Deshmukh arts and commerce (evening) college, Nagpur has been established in 1984 to cater to the needs of the poor, economically backward and working class students to impact knowledge through education in basic Arts and Commerce. The college upholds the ideals of its founder president Late M.D. Mundafale to empower students through knowledge and promote education to those working at day time in different sectors and also to those who trying to perceive higher education after working for long hours in various organization. There are so many students in the merit list of RTM Nagpur university Nagpur from the college.The vision and mission of the institution is to help the poor and needy working class student.The college is very alert regarding teaching learning process which plays vital role in all around development of students for bright future. All activities arecarried out by the college for encouragement of the poor, needy and working class students to make them comfortable in education and to support them. The institution is very small one in comparison to other big colleges but main distinction night college has brought a lot of fame. The college is unique in entire

Vidarbha region.

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

7.3.2 - Plan of action for the next academic year

1. Updation of College Website.

2. Encourage more students to participate in competitive examinations.

3. To encourage faculty members to do Faculty Development Programmes, Resfresher Courses, Oreintation Courses, etc. for quality teaching learning process.

4. To enhance the library as a learning resource.

5. To promote student mentoring and support.

6. Quality enhancement through various curriculur, co-curriculur and extra-curriculur activities.

7. To enhance academic performance of students.