



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

**GONDIA EDUCATION SOCIETY'S
CHHOTABHAI JAVERBHAI PATEL ARTS
AND COMMERCE COLLEGE TIRORA,
DIST. GONDIA**

- Name of the Head of the institution **Mrityunjay Singh**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **07198 - 254040**
- Mobile no **9422130608**
- Registered e-mail **cjpatelcollege@cjpctirora.org**
- Alternate e-mail **cjpatelcollege1966@gmail.com**
- Address **Khairlanji Road Tirora**
- City/Town **Tirora**
- State/UT **Maharashtra**
- Pin Code **441911**

2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Rural**

• Financial Status

Grants-in aid

• Name of the Affiliating University

**Rashtrasant Tukadoji Maharaj
Nagpur University Nagpur**

• Name of the IQAC Coordinator

Walay Yashwant Tagade

• Phone No.

07198253363

• Alternate phone No.

• Mobile

7378714502

• IQAC e-mail address

walaytagade@gmail.com

• Alternate Email address

walaytagade@yahoo.com

**3.Website address (Web link of the AQAR
(Previous Academic Year)**

<http://cjpctirora.org/AQAR%20Report%202/aqar2122.pdf>

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

Yes

• if yes, whether it is uploaded in the
Institutional website Web link:

<http://cjpctirora.org/ac2223.pdf>

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C+	61.0	2004	16/02/2004	15/02/2009
Cycle 2	B	2.36	2013	05/01/2013	04/01/2018
Cycle 3	B	2.25	2019	09/08/2019	08/08/2024

6.Date of Establishment of IQAC

26/07/2004

7.Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

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

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

Yes

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year **4**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

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

- If yes, mention the amount

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

Effective implementation of Mentor-mentee.

Tree plantation program in collaboration with forest department, NSS and NCC.

Unit test and class test were organized for the students.

Syllabus completion by the faculties.

Faculties were motivated to attend the seminars/conferences. They were also motivated to publish their research articles in UGC-care listed journals.

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
Completion of syllabus	In the first meeting it was decided to complete the syllabus by faculties and 100% syllabus was completed.
Mentors were made for different classes.	Discipline was maintained due to the proper implementation of mentor-mentee program.
Tree plantation program	Plant saplings were planted in campus area with the help of NSS and NCC.
Class test and unit test	The learning and writing ability of students increased.
Research papers in UGC care listed journals	Most of the faculties are now publishing their research articles in UGC- care listed journals.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Local Management Committee	21/06/2023

14. Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
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• Designation	Principal
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• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid
• Name of the Affiliating University	Rashtrasant Tukadoji Maharaj Nagpur University Nagpur

• Name of the IQAC Coordinator	Walay Yashwant Tagade				
• Phone No.	07198253363				
• Alternate phone No.					
• Mobile	7378714502				
• IQAC e-mail address	walaytagade@gmail.com				
• Alternate Email address	walaytagade@yahoo.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	http://cjpctirora.org/AQAR%20Report%202/aqar2122.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://cjpctirora.org/ac2223.pdf				
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Tree plantation program in collaberation with forest department, NSS and NCC.		
Unit test and class test were organized for the students.		
Syllabus completion by the faculties.		
Faculties were motivated to attend the seminars/conferences. They were also motivated to publish their research articles in UGC-care listed journals.		
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Research papers in UGC care listed journals	Most of the faculties are now publishing their research articles in UGC- care listed journals.

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

Name	Date of meeting(s)
Local Management Committee	21/06/2023

14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2022-23	21/02/2024

15.Multidisciplinary / interdisciplinary
The college is committed to follow the guidelines of NEP 2020. Under this and guidelines of University, the college is committed for holistic development of students and focuses on their overall personality development. P.G. courses offered by the institute in Arts faculties are CBCS and at UG level, it is yet to be implemented by the University. In view of NEP-2020, college organizes Yoga day celebration, Road Safety Day, Blood Donation

camp, etc.
16.Academic bank of credits (ABC):
Academic Bank of Credits has been established on the lines of the National Academic Depository (NAD), in the sense, NAD is the backbone of ABC, where the students' academic data are held and academic awards are stored (i.e. storehouse of academic awards). The C. J. Patel College Tirora is affiliated to the R. T. M. Nagpur University Nagpur.
17.Skill development:
The college has established Skill development and Entrepreneurship cell for strengthening technical, vocational and soft skill. The cell organizes training programs on skill development under the syllabi designed by the affiliating university. College Career Guidance and Placement Cell also organizes training-cum-guidance programs. Syllabus of the various subjects are designed by the RTM Nagpur University, Nagpur. In the Subject Botany the Skill based syllabus is incorporated.
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
The courses offered by the college are multilingual e.g. English, Hindi and Marathi. The institute has taken efforts to provide platform in the form of college magazine, where students express their views in the form of article, poems, experiences, etc. in their mother tongue. The college also provides hands-on training during practical hours in Indian arts and craft. Frequent field visits to local heritage sites are organized.
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
The syllabi offered by the college are designed by the affiliating university. It is expected from affiliating university to start outcome based education from the next academic session. However, college has developed its own programme and course outcome based on the syllabi and made available on the college website.
20.Distance education/online education:
Distance Education The C. J. Patel College is engaged in distance learning education Since Jan-2003 through the YCMOU (Yashwantrao Chavan Maharashtra Open University, Nashik) to till date. Yashwantrao Chavan Maharashtra Open University (YCMOU) was established on 1st July 1989 by an Act XX (1989) of the

Maharashtra State Legislature. It is the Fifth Open University in the country. The jurisdiction of this university is spread over the entire State of Maharashtra. The YCMOU is recognized under section 12 (B) of the University Grants Commission (UGC), New Delhi. Right now the Principal of the college Dr. M. V. Singh Sir is the Incharge of the YCMOU centre while Prof. Bhojraj Bhagat Sir is the Coordinator of the centre. The centre runs 2 courses i.e. B. A. (Bachelor of Arts) and B.Com. (Bachelor of Commerce). During the academic year 2021-22, total 1223 students are studying.

Extended Profile

1.Programme

1.1	19
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1543
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	1320
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	213
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic	
3.1	**33**
Number of full time teachers during the year	
File Description	Documents
Data Template	[View File](#)
3.2	**42**
Number of sanctioned posts during the year	
File Description	Documents
Data Template	[View File](#)
4.Institution	
4.1	**18**
Total number of Classrooms and Seminar halls	
4.2	**46134271.3**
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	**30**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution is affiliated to R. T. M. Nagpur University. Curriculum of various courses taught at our institution is designed by the university. Each department prepares action plan. Timetable committee of the college prepares timetable at the commencement of the college. Each department conducts departmental

meetings for the discussion on work load distribution among teachers. Faculties prepare academic plan in advance. In the academic plan, the curriculum is divided month wise with periods allotted to each unit. Teachers maintain teaching diary to record their curricular activities. The college provides the teachers modern teaching tools such as Computer, LCD Projector etc. These teaching aids keep students engaged. The teachers use You Tube videos, Power Point Presentations, pictures, charts, maps etc to make the course content more comprehensive. Timely Unit Tests, Pre-Semester Examinations; Practice Examinations are conducted. Guest Lectures are arranged by the departments from time to time. Faculty members are motivated to attend workshops, seminars and conferences for the update of their knowledge. Extra-curricular activities are organized by the college. Feedback on curriculum is taken from the students and teachers. Feedback collected is analysed and discussed in the staff meetings.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://cjpctirora.org/feedback.html

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 Rashtrasant Tukadoji Maharaj Nagpur University. At the outset of the session, University releases Academic Calendar mentioning dates of the terms of Odd & even semesters, Winter/summer vacations, last date of admissions, winter and summer examinations of odd & even semesters, last date of receipt of examination forms etc. The college follows this calendar strictly to conduct various academic activities. According to the university's academic calendar, the IQAC members, under the guidance of the Principal, prepares the detailed calendar of various curricular, co-curricular and extra-curricular activities to be conducted during the session. It includes the dates of re-opening of the college, the commencement of odd and even semesters, various events such as social gathering, celebration of birth and death anniversary of great personalities, games and sports etc, dates of college and university examinations such as unit tests, half yearly examination, pre-annual examination, final semester examination, vacations and holidays etc. This academic calendar is released in the month of June. It is mandatory for the students and the faculty to strictly follow

it. The Examination Committee of the college prepares the tentative schedule of CIE. Students' performance in the college examination is monitored so that they may be helped for further improvement. Continuous Internal Evaluation enables students to perform better in Final Semester Examinations.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://cjpctirora.org/index.html

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

C. Any 2 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	View File

1.2 - Academic Flexibility

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

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

3

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

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

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

00

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)	View File

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

00

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

Our institution promotes gender equality through various co-curricular activities. International Women's Day is celebrated to aware girls of their importance in the society and family. On this special occasion various programmes related to women's safety, health and hygiene etc. are organized to protect and empower female students.

To protect women from any kind of sexual abuse within the campus we have established a cell against Sexual Harassment of women where girls can register their complaints. Under this cell, we have constituted Internal Complaints Committee under the charge of a senior woman faculty to redress the complaints of sexual harassment. We conduct various programmes to aware girls of their legal rights regarding Sexual Harassment, domestic violence, Cyber Crime etc. We also have a Girl's Common Room with required facilities.

In order to sensitize students about the environment, various activities such as guest lectures, industrial visits, field excursions are arranged. NSS students along with other students of the college participate in Tree Plantation Programme. NSS and NCC wings of our college aim at inculcating values, ethics and social responsibilities. Through the activities conducted by NSS and NCC students' moral and ethical consciousness are developed. NSS volunteers and NCC cadets are committed to render humanitarian services selflessly by conducting various awareness drives on health and hygiene of women and girl child, cleanliness, drug abuse etc.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

0

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

00

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers Employers Alumni

C. Any 2 of the above

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

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

**A. Feedback collected, analyzed
and action taken and feedback
available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://cjpctirora.org/feedback.html

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1543

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

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

853

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

2.2 - Catering to Student Diversity

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

In the initial classes, mock tests, quizzes, open book tests, tutorial classes, short tasks (reading, writing, speaking, comprehension etc.) are initiated by the teachers to assess the

students. Mentor-mentee system has also helped a lot in this respect. Students feel free to share their academic difficulties with their mentors. Short talks with mini groups of the students were conducted by the mentors. At the same time, extra reading tasks, assignments, quizzes, mini projects, surveys and opportunities for peer-teaching are provided to advanced students in order to hone their knowledge and skills. They are motivated to participate in open talks, curricular, co-curricular and extra-curricular activities. For slow learners, extra doubt clearing sessions are conducted online and offline both. Time to time, they are counselled. They are shown short motivational videos in order to boost their confidence. Moreover, they are involved in group activities so that they are encouraged to initiate in all activities. Easy notes are provided. Besides, link of the YOUTUBE videos and PPTs were shared with the students for easy understanding. Many teachers have made short videos and have uploaded those videos on YOUTUBE so that the students can learn with their own speed and at their own convenient time.

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

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

Number of Students	Number of Teachers
1543	33

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

To generate interest, participatory learning like group discussions, pair/group tasks, laboratory activities, peer teaching, seminar presentations, quizzes, debates are used. In order to enhance their individual ability for learning individual assignments/tasks are given. ICT enabled teaching is used to generate interest and boost their learning abilities. Informal

methods like excursions, field visits to industries, companies and plants are adopted. Hands-on-training in computer laboratories are arranged. Students are encouraged to participate in various intra-collegiate and inter-collegiate competitions and activities. Different clubs like English Club, Science Club, Geography club etc. are formed. Various activities like Cleanliness Drives, Awareness Drives regarding Foeticide, Superstition, Various deadly diseases, etc. and seven days camps by NSS, various activities by NCC, Adult Education and Population Education are conducted throughout the session. Socio-economic surveys are conducted to establish and nurture socialbonding. For the girl students of final years, Five Days Training workshop is conducted every year on Employability Enhancement & Youth Livelihood by Entrepreneurship & Skill Development Cell of the college in collaboration with Mahindra Pride Classroom Project of "Naandi" Foundation Pune where students are trained for enhancing their employability and Personality.Career Guidance and General Awareness Programmes are conducted by Women's Cell and Career Counselling Cell. Annual Cultural & Sports Day is celebrated to provide platform to the students to exhibit and hone their hidden talent.

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

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

To make teaching-learning process more interesting and fruitful, use of ICT tools is really beneficial. Teachers used ICT tools not only for teaching but also for evaluation or assessment of the students. Even after pandemic situation teachers continued teaching using various ICT tools like desktops, laptops, smart phones, and tablets etc.They used various online platforms like Zoom App, Google Meet, KOMODO, Google Classrooms, Cisco Webex Meet and Google forms. PPTs were used during classes. Related videos, Online demos for practical Examinations were shared. Important instructions, notifications and class schedules were shared through WhatsApp groups. For evaluation purpose, quizzes and practice tests were taken using Google forms.

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

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

24

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

2.4 - Teacher Profile and Quality

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

33

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

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

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

01

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

349

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

2.5 - Evaluation Process and Reforms

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

The institution takes vigilant to make the mechanism of internal assessment transparent and robust in terms of frequency and mode. Assessment, indeed, is a continuous process. The college is affiliated to R. T. M. Nagpur University Nagpur. University provides guidelines to the affiliated colleges regarding internal assessment. Students are informed well in advance about the criteria to be used for their internal assessment in the initial classes at the beginning of the session by the teachers. Subject teachers strictly follow the guidelines and apply the criterion given by the university. In some subjects internal assessment is based merely on the assignments submitted by the students. The assignments' topics are provided beforehand. Variety of tasks like reading, writing, mini surveys, projects, charts, reviews, short tasks to enhance their critical thinking and creativity are included in the assignments. Short Seminar presentations are also taken. In order to encourage the students and bring transparency,

good assignments are shared and discussed in the classrooms. Students are guided and motivated for better performances. Teachers strive to bring transparency and robustness in terms of mode and variety. Assessment in some subjects is based on students' attendance, completion of home/class assignments, presentations, their initiatives and participation in teaching-learning process. They are always encouraged for oral presentations. Internal assessment in some subjects is divided into two-assignment and viva-voce. Viva-voce is based on the curriculum. Students are motivated to eradicate their fear of public speaking.

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

The college is affiliated to Rashtrasant Tukadoji Maharaj Nagpur University Nagpur. The exams are conducted by the university. It has its own mechanism of redressing students' examination related grievances. The college has no role or control over it. Only the college renders help to the students if any grievance occurs. They are guided about the Grievance Redresser cell and the concerned authority. If necessary, they are assisted by the staff members.

The institute has a transparent, time-bound and efficient mechanism to deal with internal examination related grievances. Grievances regarding internal examinations like Unit Tests, Pre-semester Practice Examinations, and Practical Examinations are handled by the College Grievance Redresser Cell in accordance with College Examination Committee. Results are declared a week after the Practice Examinations. Students are shown answer sheets in the classrooms and are allowed to submit their grievances, if any regarding their results, within the deadline given to them. The Grievance Redresser Cell forwards the grievances to the concerned subject teachers and the subject teachers redress the issues. In this way grievances regarding internal assessment are redressed.

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

2.6 - Student Performance and Learning Outcomes

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

Following the University curriculums and consulting all the teachers of all the programmes, program outcomes, Program Specific Outcomes and Course outcomes are prepared. At the time of preparing these outcomes the general as well as specific objectives of various programs are mainly considered. The teachers have much understanding about them as they themselves are engaged in framing them. They practice and supervise them in terms of students' performance and outcome attainment. The POs, PSOs and COs are displayed on website. At the beginning of the sessions orientation classes are conducted where students are made aware about these outcomes by the teachers. Even in the initial classes when teachers familiarize the students about syllabus, they discuss the outcomes of the programmes. Just before the commencement of the University Examinations, during the time of revision, teachers once again draw their attention to these outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.cjpctirora.org/POs_COs.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Attainment of various programme outcomes are evaluated by institution on the basis of different evaluative ways. Performance of the students in University examinations which includes theory and practical is the main indicator. In addition to this attainment of outcomes are also evaluated on the basis of CIE activities which are prepared at the beginning of the session in consultation with IQAC and members of different programmes.

Students' initiatives in teaching- learning process, their participation in different co-curricular and extra-curricular activities, their participation in laboratory and Field/project work, continuous assessment by the teachers are considered for the evaluation.

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

213

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	View File
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://cjpctirora.org/feedback/sss2223.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

03

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

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

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

0

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

3.2 - Innovation Ecosystem

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

Research activities by the faculty members are promoted and

monitored by the Internal Quality Assurance Cell (IQAC) under the leadership of Head of Institution and the Research committee constituted by the college.

The college has highly qualified and academically active staff. About 85 % of the faculty members hold the Doctoral degree. 03 faculty members are research supervisors.

Faculties publish their research work in various reputed National and International Peer Reviewed Journals. Around 18 research papers were published in UGC approved journals and more than 10 in conference proceedings/Books/chapters in books, during this academic year.

Faculty actively participated in Online National and International conferences and webinars.

Extension activities are conducted by the college through NSS, NCC in order to inculcate social values and various life skills.

Most of the teaching faculties are using ICT tools in their teaching. Charts are used to bring liveliness to the classroom teaching. Departments like Botany and Zoology are using charts for students while the chemistry and Physics departments are using models as teaching aids. E-sources -Reading material, pictures from internet, you-tube videos including demonstration videos and audios are used to generate interest. Moreover, they bring variety in teaching methods. Teachers involve students in teaching process. This peer teaching helps them to erase their fear and builds their confidence.

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

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

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

0

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)	View File

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	http://cjpctirora.org/research.html
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

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

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

18

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

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

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

9

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

3.4 - Extension Activities

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

The NCC and NSC Unit of our college had carried out the various activities to serve for the cause of society. The college organizes a number of extension activities to promote institute-neighborhood community to sensitize the students towards community needs. These are the following activity organize in our college.

1. International Yoga Day
2. Tree Plantation Programme
3. Azadi Ka Amrit Mahotsav
4. Varrious Competitons under Azadi ka Amrit Mahotsav
5. Independence Day
6. Manoharbai Memorial Day and Ek Saath National Anthem
7. Major Dhyan Chand Jayanti
8. Competitive Exam Guidance
9. Mahatma Gandhi Jayanti
10. Cleanliness campaign
11. Constitution Day
12. Drug Free India Mission

The students of our college actively participate in social service activities leading to their overall development. The college runs

effectively National Service Scheme and National Cadet Corps Units. Through these units, the college undertakes various extension activities in the neighbourhood community. NSS organizes a residential seven day camp in nearby adopted village and several activities were carried out by NSS volunteers addressing social issues which include cleanliness , tree plantation ,water conservation through construction of Bandhara, road construction, Shramdan, Social interaction, Group discussion Eradication of superstition. The NCC unit of the college comes under 4MAh.BN.NCC Nagpur. It aims at developing qualities of leadership, patriotism, maintaining discipline, character building, spirit of adventure and the ideal of self service.

All these mentioned activities have positive impact on the students and it developed student community relationship, leadership skill and self-confidence of students. It also helped in cultivating hidden personality of students and created awareness among students

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

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

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

00

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

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

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

33

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

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

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

4421

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

3.5 - Collaboration

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

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

00

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

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

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

6

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The total area of the college campus is around 6.5 acres and having 'C' shaped two stories building.

The Rooms of the institution have good ventilation system. Apart from this, sufficient fans and Tube lights facility are made available in all rooms. Furniture in every class room is sufficient and in good condition as per the requirement. Institution has two fully technologically based enabled smart class rooms with LCD Projector, CCTV Camera, Lecture capturing system (LCS) and Wi-Fi facility. Apart from this, well equipped science laboratories for all subjects i.e. Geography, Chemistry, Botany, Zoology, Physics and Computer Science are maintained. The

College is giving due attention towards supply of clean drinking water for everyone, by installing 02 aqua guards systems & 02 water cooler for everyone and also 01 number of water purifier and 01 number of water purifier at administration block. Ramps, Parking, Railings etc. Biometric Attendance System (i.e. face reader machine) is also available for the Time Management purpose of all the staff members. We are also having the Girl's & Boy's common rooms with toilet facility. Also ladies & gents staff rooms along with toilet facility separately. College campus is under CCTV surveillance. ICT & Wi-Fi enabled with LAN facility, Xerox, Fax Machine, Printers, Computers, Scanner, Intercom & Intra-Com Telephone facility also. Administrative work is fully automated & runs on College Management Software (CMS).

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

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

The college has a spacious playground and well utilized for Running track, Kabaddi ground, Volleyball Ground, Shot put Sector, Discuss throw Sector, Javelins throw Ground, Long Jump Pit, High Jump ground Size, Handball Ground, Cricket Ground & Football Ground also.

The college teams are formed every year to take part in Intra-mural, Inter-collegiate university tournament etc. Sports Events and Competition are yearly organized at college level. Teams of various departments participate in sports events in Intra-mural level in an academic year and the winner are awarded and rewarded. Accordingly, the outdoor games such as volleyball, cricket, football, kabaddi and Handball are always played by students. There is a 400 mtrs. Running Track developed in the college ground. During the year 2014 the college has organized University Level Zonal Inter-collegiate Kabaddi Tournament also.

The College also has a spacious and well equipped gymnasium with modern exercise equipment's.

Open Stage and Cultural Activities

We have open stage of 52.48 mtrs where in the morning, staff and students of the college are allowed to do meditation and Yoga, cultural and other regular activities are also performed on this stage. Students are encourage to participated in the cultural events like Fresher's day, Annual Sports Day, Farewell etc. Apart from this, they are also sent to other colleges for inter collegiate competition like dance, singing, drama etc.

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

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

07

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

2, 28, 764

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

4.2 - Library as a Learning Resource

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

Library is automated using Integrated Library Management System (ILMS). The library is partially automated with complete computerization of all housekeeping operations. Library is using LIBMAN proprietary integrated Library Management Software on the cloud version. The software has all the modules to facilitate different housekeeping operations of the library ranging from acquisition and cataloguing, Circulation, Serial Control, OPAC and Mobile OPAC, news clipping service through its mobile app. By installing mobile app of the software users are allowed to check in through QR code reader, Demand or Reserve book facility, NEWS clip service, new arrivals online display and also book issue and dues updates are readily accessible. Library Database is fully updated. All the books are simultaneously tagged with barcode for easy circulation and issue return. Through unique student Id number any user can avail all the facilities of the library even through mobile app. Also college news and events clippings covered in various newspapers as well as details of the events are made available to library users' through two options namely: 'NEWS' and 'Librarians Blog'. As regard to e Resource subscription, the college library is regularly subscribing to NLIST Database from INFLIBNET since 2011. Through NLIST library users are available to access E-Resources 24X 7 in a remote login mode.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://libcloud.mastersofterp.in/Homepage/Index/

4.2.2 - The institution has subscription for the C. Any 2 of the above

following e-resources e-journals e-
ShodhSindhu Shodhganga Membership e-
books Databases Remote access toe-resources

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

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

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

1.60272

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

4

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

4.3 - IT Infrastructure

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

Our institute is aware of the paradigm shifts taking place in

conventional Teaching-Learning processes. So, the focus of our college is on the education programs that promote competency and performance. We believe that Information Technology (IT) has the potential to enhance Teaching and Learning process and it can also boost up the Academic productivity. So, the college has made major investments in new technology by distributing computing capacity across the campus and also by providing the necessary IT Infrastructure for faculty members. Profound use of Computers, Internet, Telecommunication devices include Computers, LCD Projectors, Fax Machine, CD-Rom, Internet, Slides, Digital Multimedia and VCD,s are widely used machine in day to day activities of the college. Computer Aided instruction (CAI) is also used for integrating students along with programmed instructional materials. ICT facilities are available for Teaching and Learning process. These facilities are utilized in enhancing Learning and brings efficiency in Curriculum delivery. For this purpose

Regular maintenance is undertaken (AMC)

Internet facility is provided

Two Computer labs are installed

Wi-Fi is also provided

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

4.3.2 - Number of Computers

56

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

46.161253

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

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

The college has several systemic provision for the utilization and maintenance of physical, academic and support facilities on the campus. The facilities and amenities, which come within the purview of individual departments are under the planning and care of those departments. This helps in insuring that the utilization and care-taking of facilities happens in a decentralized way as well as in ways that are more relevant and fruitful for individual

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1165

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

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

00

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

D. 1 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

181

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

181

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

06

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

58

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

6

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

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

1

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

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

Representation of students on various bodies

- **Anti raging committee:**

Institution and Student Nominees

Dr. R. N. Taikar

Assist Prof. Physics Dept.

In charge

Mr. A. M. Gandhe

Assist Prof. Physical Education

Member

Dr. R. B. Zode

Assist Prof. Botany Dept.

Member

Ku. Rameshwari B. Tembhare

B. Com II Year

Student

Ku. Rupali R. Patle

B. Sc. I Year

Student

◦ Anti-Sexual Harassment committee:

Institution and Student Nominees

Presiding officer

Dr.S. R. Bhagwat

Assist. Prof

Faculty Member

Dr.M. S. Barki

Assist.Prof

Faculty Member

Dr. I. J. Pandye

Assist.Prof

Faculty Member

Dr. S. N. Sheikh

Assist.Prof

Student Member

Ku. ApekshaJ.Patle

B.Sc III Student

Student Member

Mr. Laxmidas R. Bagde

M. A. IISudent

◦ **Students Grievance Redressal Committee:**

Institution and Student Nominees

Dr. S. N. Sheikh

English Dept.

In charge

Dr. S. U. Anpat

Economics

Member

Prof. M. P. Meshram

Zoology

Member

Mr. Vikas C. Chaudhari

B.Com III Year

Student

Mr. Shubham R. Gupta

M. A. I Year

Student

- **Discipline Committee**

Institution and Student Nominees

Prof. AnmolGandhe

Physical Education Dept.

In charge

Dr. R. R. Kurzekar

Chemistry Dept.

Member

Dr. I. J. Pandey

Botany Dept.

Member

Mr. Gaurav B. Kuthrahe

B.Sc III Student

Student

Ku. Vaishnavi D. Patle

B. A. I year

Student

- Library Committee

Institution and Student Nominees

Prof. MrunalBalki

Librarian

In charge

Dr. S. U. Anpat

Economics Dept.

Member

Dr. RajshekharUkare

Physics Dept.

Member

Prof. A B. Wakhle

PoliticalScience Dept.

Member

Ku. Arti D. Chaudhari

B.Sc. III Year

Student

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution

participated during the year (organized by the institution/other institutions)

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

320

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

5.4 - Alumni Engagement

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

The alumni's role is crucial for the development of the institution. All alumni provide support in various aspects which are beneficial to the students, institutions and the society. Many other alumni are successful in their careers as jobs, higher education, politics and in the field of entrepreneurship. We successfully draw their support through Annual Alumni meets. The Alumni meets with the current batches and guide students through lectures, group discussion and through other forum. Alumni share their political and corporate experiences, guide current batch of B.Sc, B.Com, and B.A. students and assures the students to be in continuous communication with them. Alumni association provides continuous support to students for placements. Through these alumni meets, a strong bond is created between the passed-out students and the current batch.

To keep the alumni a constant part of the function of the college, a separate committee has been created that is dedicated solely for this purpose. Every student who has graduated from the college has his/ her name enrolled in alumni database. This database stores their current information about their professional life and contains their association with the college.

The alumni are also an active part of the Alumni association and governing body of the college. As a part of several committees, alumni make a considerable impact on the functioning of the college. Their views are respected and taken into consideration. Our college does not accept any financial contribution from alumni students.

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

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Institutional Vision and Leadership

Late Shri Manoharbai Patel, the founder of Gondia Education Society, established Chhotabhai Javerbhai Patel College at Tirora, a backward Tahsil of Gondia district, in the year 1966. Since its establishment the college has been working for the welfare of the students of this rural and naxalite infected area.

VISION

The college has its Vision statement 'SA VIDYA YA VIMUKTAYE', which is in tune with objective of touching the heart of society and vows that students could get rid of all the barriers of prejudices and ill humanity.

MISSION

Mission Statement

"We at C. J. Patel College, aim at achieving excellence in Higher Education, all over development of individual personalities and making them patriotic, responsible and useful member of the society."

OBJECTIVES

- To provide comprehensive quality education.
- To inspire the students to fetch their creative potential.
- To inculcate human values and the feeling of nationalism among the students.
- To impart scientific and moral education to achieve academic excellence.
- To transform rural girls into bold, assertive and self-dependent women.
- To infuse self-esteem and life skills in rural learners.
- To enhance critical and analytical abilities of the students.
- To conduct various programmes to make the students aware of the latest technology and knowledge.
- To organize self-employment programs to enhance the employability among the students.

File Description	Documents
Paste link for additional information	https://www.cjpctirora.org/vision.html
Upload any additional information	No File Uploaded

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

The college governance and management operate at various levels. The management and Principal actively participate in CDC for ensuring that the policy statements and action plans are aligned for attaining the mission of the institute, disseminates the vision and mission to all stake holders and involve them in forming the policy statements. The action plans are chalked out by IQAC through meetings with functional committees. Necessary changes are made if required. The management takes review of quality policies and makes amendments in quality policies if required.

The college provides academic autonomy to the head of departments. Each department plans and organizes academic activities related to their subject. Utilization of the allocated

budget as per the requirements is also looked after by the respective heads of departments. The college has formulated various committees to facilitate smooth functioning and conduct all the activities in the college. The roles and responsibilities of the committee members are well defined. The coordinators of various committees provide a brief review of the activities of their committee to the principal. The Head of the Institution makes information available to the management to review and guide. This is an important step in aligning the activities of the college.

File Description	Documents
Paste link for additional information	https://www.cjpctirora.org/governingbody.html
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The IQAC of the college is involved in the preparation of perspective plan. It takes regular meetings and takes necessary steps to formulate and implement strategic plans of the institution. Mentorship is introduced in all the departments and it is commendably supervised by the principal and heads of departments.

The following strategies are adopted by the institution to monitor and evaluate policies-

- Regular meeting of the councils.
- The feedback system (Regular feeding from Stake holder, Alumni member, Staff and Student).
- Periodical Academic Audit Team visits to the departments.
- Regular visits of the principal to the departments and interaction with the head of the departments.
- Head of departments monitor the system of the own department regularly.
- Annual report and presentation by each department and coordinators of various committees regarding their activities.

The college has a perspective plan of development which was developed a few years ago. The aspects considered for inclusion in the plan are as follows:

- Enhance various teaching heads
- Subscription of various teaching apps.
- Laboratory with latest technology equipment.
- Better infrastructure for students with the facility of ICT aids and Wi-Fi.
- Enhance the collection of latest text and reference books in library.
- Use of ICT aids like e-books, journals (N-List), power point presentation in teaching.
- Addressing gender issues and aligning activities with social needs.
- Visualizes faculty development, research promotion, alumni involvement and extension activities

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.cjpctirora.org/Strategic Plan.pdf
Upload any additional information	No File Uploaded

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

The Gondia Education Society, the management, is the final authority for all the institutional matters. At the college level, the College Development committee, constituted according to the Maharashtra Universities Act. Inside the college the Principal is the institutional head of the academic and administrative sections and is responsible for managing the day-to-day affairs of the college.

There are different bodies that give academic and administrative leadership to the institution. An optimum level of decentralization through the autonomous departmental system and participative decision making process are in practice.

Service rule:

The institution strictly follows the service rules laid down by the UGC norms and the R.T.M. Nagpur university, Nagpur and Government of Maharashtra.

Recruitment:

Recruitment is taken place according to the norms by UGC, R.T.M. Nagpur University Nagpur, a body comprising of secretary Dean, Academic affairs, principal, HOD and subject experts decides the worthiness of the faculty member by his/her performance in the interview according to the parameters they are looking for.

Promotional policies:

The institution follows the good academic standards API as per UGC norms, R.T.M Nagpur University, Nagpur.

Grievance Redressed Mechanism:

Institute has its own grievance redresser committee for staff and students. The committee reviews the grievances received and resolves it as per UGC and university norms.

File Description	Documents
Paste link for additional information	https://www.cjpctirora.org/staffcouncil.html
Link to Organogram of the institution webpage	https://www.cjpctirora.org/organisationalstructure.pdf
Upload any additional information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

A good number of both statutory and non-statutory welfare measures are available for teaching and non-teaching staff of the college.

- House building Employees Credit Co-operative Society provides loans to the staff on considerable rates for the welfare of the staff and their family members.
- Emergency loan provided to the member of Employees Credit Co-operative Society within one day with less formalities. Limit of emergency loan is up to ? 30,000
- College established consumer society named C. J. Patel College Vidyarthi Grahak Bhandar for the benefit of students and staff.
- Provident Fund / CPF/DCPS/NPS and employees group insurance benefits are extended to the all staff.
- Loans from G.P.F. are sanctioned on moderate rates.
- The Head of the Institution recommends for loan for the staff members to the banks.
- Medical reimbursement from Joint Director, Higher Education, Nagpur Region under the government policies.
- Advance salary to non-teaching staff at the time of need.
- The Institute provides college uniform to non-teaching staff (peons) and blazers to faculty.
- Free doctor service (Dr. AvinashJaiswal) on call provided to faculty and students in emergency.
- Various leaves available to teaching and non-teaching staff.

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	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

00

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)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

09

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
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

The institute has transparent Performance Appraisal System for teaching and non-teaching staff. The annual assessment of the performance of the teaching staff is made through in prescribed format as per norms of the UGC and R. T. M. Nagpur University.

PART A – General information of teacher and course work done during the prescribed time frame.

PART B - Academic Performance Indicators (API) - Based on the teacher's self-assessment, API scores are proposed for (1) teaching related activities; domain knowledge; (2) Involvement in University / College student's related activities / research activities.

Category - I: Detail information related to lectures, seminars, tutorials, practicals, project, contact hours undertaken by faculty as allocated.

Category - II: Information of Student related co-curricular extension and field based activities, Contribution to Corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities of Professional Development activities.

Category - III: It includes Publications, Sponsored Projects, Patent and Research Guidance.

Category - IV: Summary of API Scores.

All self-appraisal of faculties are scrutinized by the IQAC committee and reports are sent to the Principal.

For appraisal of non-teaching staff, there is statutory appraisal format prepared by the IQAC committee. For all non-teaching staff, office superintendent is the responsible authority while Principal is the assessing authority and management is the reviewing authority.

Comprehensive evaluation is also done by students and peers through structured questionnaire feedback and corrective measures are taken to improve teaching and services of non-teaching staff.

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

6.4 - Financial Management and Resource Mobilization

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

The institute has a mechanism for internal and external audit. College has its own internal audit mechanism where internal audit is an on-going continuous process. In addition to this, an external auditor verifies and certifies the entire Income and Expenditure and the Capital Expenditure of the Institute each year. Continuous internal audit is carried out by the staff of account section under the guidance of finance committee. Internal audit is rechecked and verified by S. V. K.& Company Nagpur, Chartered Accountant appointed by management of Gondia Education Society. All the financial transaction of the college is revealed to external audits by the management and chartered accountants. The external audit is done by the government auditor deputed by the Joint Director, Higher Education, Nagpur Region.

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)

00

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

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

The major sources of fund for the college are Grants received from State government and University Grant Commission. The Government provides salary grants for the permanent staff working in aided departments of college. Other clock hour basis teaching staffs (Guest faculty) receives remuneration as per university norms from the government while teaching and non-teaching staffs for non-grant courses receive salary by college management. UGC Grant is received for different purposes such as the purchase of electronic gadgets, sports & gym equipment, preventive maintenance & repairs, teaching aids, books, periodicals & journals and for upgrading the infrastructural facilities and academic standards and it is utilized for the same.

The college has well formulated financial policy which validates effective and optimal utilisation of fund resources for academic development and administrative purposes. At the beginning of every session, the budget is prepared by IQAC in advance after taking into consideration the requirements. The budget is reviewed and approved by the management and if needed changes are suggested. If required, management makes provision for additional fund. The Principal, Head of Departments and purchase committee ensure the optimum utilisation of fund as per the requirement and priorities. Finance committee keeps watch on proper utilisation of financial resources. Budget utilisation is periodically reviewed by management and corrective measures are taken, if required.

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 has contributed towards institutionalizing quality assurance strategies and process through:

- **Conducting IQAC committee meeting at periodic interval and take quality augmentation steps for the betterment of institution without any compromise and implement them.**
- **Periodic review and introduction of innovative, add-on and interdisciplinary programmes.**
- **Develop quality benchmarks for academic activities.**
- **Obtaining feedback from teachers, students, parents and other stake holders.**
- **Organising and coordinating academic audits by visiting concerned departments.**

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

IQAC plays fundamental role in the process of quality execution in the college. It suggests different quality enrichment strategies to the faculty members and the CDC from time to time. Some examples of such best practices are -

- **IT Initiative :**

Teaching and guiding students as well as making them aware about IT who are specially come from rural area is the biggest challenge for academic staff. To make everything smooth and under control IQAC cell guide staff and provide all amenities which are required for effective teaching. IQAC cell also encourages teachers to make videos of teaching material and post it on personal or college YouTube channel.

- **Teaching Initiative :**

The college conducts an orientation program for all newly admitted students to make them aware of program details and career opportunities. Continuous class test, midterm unit tests, pre-university exams & assignment are arranged for monitoring the progress of students. For improvement of slow learners and advanced learners extra classes are arranged by various departments.

- **Research Initiative:**

IQAC cell encourages faculties to participate in seminars, conferences and workshops at various levels and also inspires faculties to publish articles in the conferences and well-known journals. It guides faculties for enrolment of minor and major research project as per UGC norms. IQAC also motivates faculties for enrolment in doctorate of philosophy.

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)

C. Any 2 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)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security

Student safety is a top priority thus Safety CCTV cameras are installed in an open space campus area, in building verandas and in class rooms for better surveillances, to create good discipline and identify any suspicious individuals present on the premises.

1. Common room

Common room is a place where learners can study, socialize as well as relax. To facilitate our female students, the campus has established a spacious and comfortable two common rooms, (23 x 38 sq. feet and 30 x 30 sq. feet area) & 1 common room for boys.

1. International WOMEN'S DAY

International Women's Day celebrated on 8th March every year to give respect to the women to give inspiration, strength and empowerment of the women and society also.

1. Three Days Workshop on Personality and skill development

Workshop on Personality, skill development and carrier counseling program was held from 9th to 11th March Miss Pooja Gayakwad sub-divisional officer was our chief guest; she has given fruitful guidance and expressed her views on how girls can obtain good carriers in different field for bright future. In between three day so many programs like poster presentation, essay compilation etc where taken.

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Institution shows gender sensitivity in providing facilities such as:

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Student safety is a top priority thus Safety CCTV cameras are installed in an open space campus area, in building verandas and in class rooms for better surveillances, to create good discipline and identify any suspicious individuals present on the premises.

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File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

- 1.Restricted entry of automobiles
- 2.Use of bicycles/ Battery-powered vehicles
- 3.Pedestrian-friendly pathways
- 4.Ban on use of plastic
- 5.Landscaping

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

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

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

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

C. Any 2 of the above

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

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

Institution has code of ethics for students and a separate code of ethics for teachers and other employees which has to be followed by each one of them irrespective of their cultural, regional, linguistic communal socio-economic and other diversities.

1. International Yoga Day

21st June 2022 International Day was celebrated at CJ Patel College. In these programsthe benefits of various yogasanas and pranayama and made them do the yogasanas.

1. Tree Plantation Programme

On 15 July 2022, a tree plantation program was organized at C. J. Patel College, Tirora, in which 50 trees were planted.

1. Azadi Ka Amrit Mahotsav

On the occasion of Azadi Ka Amrit Mahotsav in C. J. Patel College on 12th August 2022 Janajagruti Pathak Rally was conducted from College to Gandhi Statue in which students were participated.

1. Varrious Competitons under Azadi ka Amrit Mahotsav

Azadi Ka Amrit Mahotsav was celebrated in the college on 14th August 2022. Speech competition, Rangoli competition and Essay competition were conducted and 25 students were participated in this competition.

1. Independence Day

Amrit Mahotsav of Independence was celebrated on 15 August 2022. Flag hosting was done by Dr. Mrityunjay Singh and distribution of prizes for various competitions were done.

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	View File

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

1. Competitive Exam Guidance

A competitive examination guidance program was organized at C. J. Patel College, Tiroda, Naib Tehsildar Nagpure Sir guided the program and Principal of the college Dr. MV Singh was present in

the chair. Vote of thanks was done by Prof. Kisan Gavit.

1. Mahatma Gandhi Jayanti

Mahatma Gandhi Jayanti was celebrated at C. J. Patel College Tirora on 2nd October 2022.

1. Cleanliness campaign

On 31 October 2022 at C. J. Patel College, Tiroda, cleanliness drive was conducted in which the premises of the college were cleaned and 30 cadets of National Cadet Corps were present in these events.

1. Constitution Day

Constitution Day was celebrated on 26 November 2022 at CJ Patel College, Tiroda. The pledge was taken on this day. We believe in giving holistic all-round education to the students and sensitizing students on our constitutional rights, values and duties is one of the primary education given at the institute's through various means.

1. Drug Free India Mission

On 26/04/ 2023 Nasha Mukht Bharat Abhiyan program was celebrated in C. J. Patel College Tiroda under this Nasha Mukht Bharat Abhiyan various competitions were held and awareness rally was held as chief guest Professor Vikas Ade guided students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes **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	View File

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

1. INTERNATIONAL YOGA DAY (21st June 2022)

'YOGA DAY' Programme is organized by NSS Unit to spread the awareness about health consciousness among youth and the people. NSS unit celebrated International Yoga Day on 21st June 2022 at 8:00 AM.

1. CONSTITUTION DAY CELEBRATION

Constitution Day is observed on 26 November was celebrated in online mode on 26th November 2022.

1. Azadi Ka Amrit Mahotsav

On the occasion of Azadi Ka Amrit Mahotsav was celebrated on 12-14th August 2022. Janajagruti Pathak Rally was conducted from College to Gandhi Statue in which 115 students participated.

1. Independence Day

Amrit Mahotsav of Independence was celebrated on 15 August 2022. Flag hoisting was done by Dr. Mrityunjay Singh and distribution of prizes for various competitions were done.

1. REPUBLIC DAY CELEBRATION

Republic Day was celebrated on 26th January 2022. Dr. M.V. Singh hoists the flag.

1. Manoharbhair Memorial Day and Ek Saath National Anthem

17 August 2022 Manoharbhair Memorial Day and Ek Saath National Anthem program was organized. Nearby 123 students participated in this program.

1. Major Dhyani Chand Jayanti

Major Dhyani Chand Jayanti was celebrated by the NCC Department. For this programme, Honorable Mr. Shende, PT teacher of Shaheed Mishra College was present as the chief guest.

1. Mahatma Gandhi Jayanti

Mahatma Gandhi Jayanti was celebrated by NSS and the NCC Department.

1. TEACHER'S DAY

National teacher's day was celebrated on 5th September 2022 by By the Science, Art's and Commerce students separately.

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	View File
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.

Practice 1: Title of the Practice:

GREATER ATTENTION TO WUSHU

Goal: Creating environment to bring laurels for the college

The context: Different sports activities are usually carried out in our college. The games like Football, Cricket, Wushu, Kabaddi, Kho-kho, Handball etc. are usually carried out and practiced on regular basis.

The practice:

To Develop the Wushu Game spirit in our students, continuous efforts have been taken by the faculty members. These continuous efforts in Wushu game have result in wonderful output in this game.

Outcome: In the academic year 2022-23, our college students Mr. Mohit P. Yadav has achieved third position in all India Inter -University Wushu (M) Sanda (56 Kg) tournament held at Chandigarh university during the period 07/02/2023 to 11/02/2023.

Practice 2: Title of the Practice:

GREEN ENERGY GENERATION

Goal: To generate green energy for college using solar panels.

The context:

Solar panel works by converting sunlight energy from the sun into electrical power. There are two forms of energy generated from the sun for our use – electricity and heat.

The practice:

To implement this practice in our college, we have rooted 3 different solar panels on the terrace of the building.

Evidence of success:

Now, the staff and students of college are much less worried about the continuous electric power failure / load shading from Maharashtra State Electricity Board.

File Description	Documents
Best practices in the Institutional website	http://cjpctirora.org/bp2223.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

After the corona pandemic, students were unable to come to college due to inconsistency or change in daily routine activities. Hence, to warm up these students back to normal working time, our College authority has decided to run the college in both modes i.e., online as well as offline. Hence, a series of lectures have been organized and it's live telecast has been done on our official YouTube channel under the guidance of Hon'ble Principal Dr. M.V. Singh. The coordinator of youtube channel was Dr. Ramesh N. Taikar, Assistant Professor of Department of Physics.

The LIVE TELECAST LINK for our official youtube channel is <https://www.youtube.com/@cjpatelcollegetirora1347/streams>. In this series of lecture, our entire college staff and students were involved. This series of lecture involves seminars in the subject like Physical Education, Economics, Political Science, Geography, Physics, Chemistry, Botany and Zoology etc.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution is affiliated to R. T. M. Nagpur University. Curriculum of various courses taught at our institution is designed by the university. Each department prepares action plan. Timetable committee of the college prepares timetable at the commencement of the college. Each department conducts departmental meetings for the discussion on work load distribution among teachers. Faculties prepare academic plan in advance. In the academic plan, the curriculum is divided month wise with periods allotted to each unit. Teachers maintain teaching diary to record their curricular activities. The college provides the teachers modern teaching tools such as Computer, LCD Projector etc. These teaching aids keep students engaged. The teachers use You Tube videos, Power Point Presentations, pictures, charts, maps etc to make the course content more comprehensive. Timely Unit Tests, Pre-Semester Examinations; Practice Examinations are conducted. Guest Lectures are arranged by the departments from time to time. Faculty members are motivated to attend workshops, seminars and conferences for the update of their knowledge. Extra-curricular activities are organized by the college. Feedback on curriculum is taken from the students and teachers. Feedback collected is analysed and discussed in the staff meetings.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://cjpctirora.org/feedback.html

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 Rashtrasant Tukadoji Maharaj Nagpur University. At the outset of the session, University releases Academic Calender mentioning dates of the terms of Odd & even semesters, Winter/summer vacations, last date of admissions, winter and summer examinations of odd &

even semesters, last date of receipt of examination forms etc. The college follows this calendar strictly to conduct various academic activities. According to the university's academic calendar, the IQAC members, under the guidance of the Principal, prepares the detailed calendar of various curricular, co-curricular and extra-curricular activities to be conducted during the session. It includes the dates of re-opening of the college, the commencement of odd and even semesters, various events such as social gathering, celebration of birth and death anniversary of great personalities, games and sports etc, dates of college and university examinations such as unit tests, half yearly examination, pre-annual examination, final semester examination, vacations and holidays etc. This academic calendar is released in the month of June. It is mandatory for the students and the faculty to strictly follow it. The Examination Committee of the college prepares the tentative schedule of CIE. Students' performance in the college examination is monitored so that they may be helped for further improvement. Continuous Internal Evaluation enables students to perform better in Final Semester Examinations.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://cjpctirora.org/index.html

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

C. Any 2 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	View File

1.2 - Academic Flexibility

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

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

3

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

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

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

00

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)	View File

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

00

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

Our institution promotes gender equality through various co-curricular activities. International Women's Day is celebrated to aware girls of their importance in the society and family. On this special occasion various programmes related to women's safety, health and hygiene etc. are organized to protect and empower female students.

To protect women from any kind of sexual abuse within the campus we have established a cell against Sexual Harassment of women where girls can register their complaints. Under this cell, we have constituted Internal Complaints Committee under the charge of a senior woman faculty to redress the complaints of sexual harassment. We conduct various programmes to aware girls of their legal rights regarding Sexual Harassment, domestic violence, Ciber Crime etc. We also have a Girl's Common Room with required facilities.

In order to sensitize students about the environment, various activities such as guest lectures, industrial visits, field excursions are arranged. NSS students along with other students of the college participate in Tree Plantation Programme. NSS and NCC wings of our college aim at inculcating values, ethics and social responsibilities. Through the activities conducted by NSS and NCC students' moral and ethical consciousness are developed. NSS volunteers and NCC cadets are committed to render humanitarian services selflessly by conducting various awareness drives on health and hygiene of women and girl child, cleanliness, drug abuse etc.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

0

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

00

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the	C. Any 2 of the above
---	-----------------------

institution from the following stakeholders Students Teachers Employers Alumni	
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File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	http://cjpctirora.org/feedback.html

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1543

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

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

853

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

2.2 - Catering to Student Diversity

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

In the initial classes, mock tests, quizzes, open book tests, tutorial classes, short tasks (reading, writing, speaking, comprehension etc.) are initiated by the teachers to assess the students. Mentor-mentee system has also helped a lot in this respect. Students feel free to share their academic difficulties with their mentors. Short talks with mini groups of the students were conducted by the mentors. At the same time, extra reading tasks, assignments, quizzes, mini projects, surveys and opportunities for peer-teaching are provided to advanced students in order to hone their knowledge and skills. They are motivated to participate in open talks, curricular, co-curricular and extra-curricular activities. For slow learners, extra doubt clearing sessions are conducted online and offline both. Time to time, they are counselled. They are shown short motivational videos in order to boost their confidence. Moreover, they are involved in group activities so that they are encouraged to initiate in all activities. Easy notes are provided. Besides, link of the YOUTUBE videos and PPTs were shared with the students for easy understanding. Many teachers have made short videos and have uploaded those videos on YOUTUBE so that the students can learn with their own speed and at their own convenient time.

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

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

Number of Students	Number of Teachers
1543	33

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

To generate interest, participatory learning like group discussions, pair/group tasks, laboratory activities, peer teaching, seminar presentations, quizzes, debates are used. In order to enhance their individual ability for learning individual assignments/tasks are given. ICT enabled teaching is used to generate interest and boost their learning abilities. Informal methods like excursions, field visits to industries, companies and plants are adopted. Hands-on-training in computer laboratories are arranged. Students are encouraged to participate in various intra-collegiate and inter-collegiate competitions and activities. Different clubs like English Club, Science Club, Geography club etc. are formed. Various activities like Cleanliness Drives, Awareness Drives regarding Foeticide, Superstition, Various deadly diseases, etc. and seven days camps by NSS, various activities by NCC, Adult Education and Population Education are conducted throughout the session. Socio-economic surveys are conducted to establish and nurture social bonding. For the girl students of final years, Five Days Training workshop is conducted every year on Employability Enhancement & Youth Livelihood by Entrepreneurship & Skill Development Cell of the college in collaboration with Mahindra Pride Classroom Project of "Naandi" Foundation Pune where students are trained for enhancing their employability and Personality. Career Guidance and General Awareness Programmes are conducted by Women's Cell and Career Counselling Cell. Annual Cultural & Sports Day is celebrated to provide platform to the students to exhibit and hone their hidden talent.

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

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

To make teaching-learning process more interesting and fruitful, use of ICT tools is really beneficial. Teachers used ICT tools not only for teaching but also for evaluation or assessment of the students. Even after pandemic situation teachers continued teaching using various ICT tools like desktops, laptops, smart phones, and tablets etc. They used various online platforms like Zoom App, Google Meet, KOMODO, Google Classrooms, Cisco Webex Meet and Google forms. PPTs were used during classes. Related videos, Online demos for practical Examinations were shared. Important instructions, notifications and class schedules were shared through WhatsApp groups. For evaluation purpose, quizzes and practice tests were taken using Google forms.

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

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

24

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

2.4 - Teacher Profile and Quality

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

33

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

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

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

01

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

349

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

2.5 - Evaluation Process and Reforms

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

The institution takes vigilant to make the mechanism of internal assessment transparent and robust in terms of frequency and mode. Assessment, indeed, is a continuous process. The college is affiliated to R. T. M. Nagpur University Nagpur. University provides guidelines to the affiliated colleges regarding internal assessment. Students are informed well in advance about the criteria to be used for their internal assessment in the initial classes at the beginning of the session by the teachers. Subject teachers strictly follow the guidelines and apply the criterion given by the university. In some subjects internal assessment is based merely on the assignments submitted by the students. The assignments' topics are provided beforehand. Variety of tasks like reading, writing, mini surveys, projects, charts, reviews, short tasks to enhance their critical thinking and creativity are included in the assignments. Short Seminar presentations are also taken. In order to encourage the students and bring transparency, good assignments are shared and discussed in the classrooms. Students are guided and motivated for better performances. Teachers strive to bring transparency and robustness in terms of mode and variety. Assessment in some subjects is based on students' attendance, completion of home/class assignments, presentations, their initiatives and participation in teaching-learning process. They are always encouraged for oral presentations. Internal assessment in some subjects is divided into two-assignment and viva-voce. Viva-voce is based on the curriculum. Students are motivated to eradicate their fear of public speaking.

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

The college is affiliated to Rashtrasant Tukadoji Maharaj Nagpur University Nagpur. The exams are conducted by the university. It has its own mechanism of redressing students' examination related grievances. The college has no role or control over it. Only the college renders help to the students if any grievance occurs. They are guided about the Grievance Redresser cell and the concerned authority. If necessary, they are assisted by the staff members.

The institute has a transparent, time-bound and efficient mechanism to deal with internal examination related grievances. Grievances regarding internal examinations like Unit Tests, Pre-semester Practice Examinations, and Practical Examinations are handled by the College Grievance Redresser Cell in accordance with College Examination Committee. Results are declared a week after the Practice Examinations. Students are shown answer sheets in the classrooms and are allowed to submit their grievances, if any regarding their results, within the deadline given to them. The Grievance Redresser Cell forwards the grievances to the concerned subject teachers and the subject teachers redress the issues. In this way grievances regarding internal assessment are redressed.

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

2.6 - Student Performance and Learning Outcomes

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

Following the University curriculums and consulting all the teachers of all the programmes, program outcomes, Program Specific Outcomes and Course outcomes are prepared. At the time of preparing these outcomes the general as well as specific objectives of various programs are mainly considered. The teachers have much understanding about them as they themselves are engaged in framing them. They practice and supervise them in terms of students' performance and outcome attainment. The POs, PSOs and COs are displayed on website. At the beginning of the sessions orientation classes are conducted where students are made aware about these outcomes by the teachers. Even in the initial classes when teachers familiarize the students about syllabus, they discuss the outcomes of the programmes. Just before the commencement of the University Examinations, during the time of revision, teachers once again draw their attention to these outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.cjpctirora.org/POs_COs.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Attainment of various programme outcomes are evaluated by institution on the basis of different evaluative ways. Performance of the students in University examinations which includes theory and practical is the main indicator. In addition to this attainment of outcomes are also evaluated on the basis of CIE activities which are prepared at the beginning of the session in consultation with IQAC and members of different programmes. Students' initiatives in teaching-learning process, their participation in different co-curricular and extra-curricular activities, their participation in laboratory and Field/project work, continuous assessment by the teachers are considered for the evaluation.

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

213

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	View File
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://cjpctirora.org/feedback/sss2223.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

03

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

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

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

0

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

3.2 - Innovation Ecosystem

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

Research activities by the faculty members are promoted and monitored by the Internal Quality Assurance Cell (IQAC) under the leadership of Head of Institution and the Research committee constituted by the college.

The college has highly qualified and academically active staff. About 85 % of the faculty members hold the Doctoral degree. 03 faculty members are research supervisors.

Faculties publish their research work in various reputed National and International Peer Reviewed Journals. Around 18 research papers were published in UGC approved journals and more than 10 in conference proceedings/Books/chapters in books, during this academic year.

Faculty actively participated in Online National and

International conferences and webinars.

Extension activities are conducted by the college through NSS, NCC in order to inculcate social values and various life skills.

Most of the teaching faculties are using ICT tools in their teaching. Charts are used to bring liveliness to the classroom teaching. Departments like Botany and Zoology are using charts for students while the chemistry and Physics departments are using models as teaching aids. E-sources -Reading material, pictures from internet, you-tube videos including demonstration videos and audios are used to generate interest. Moreover, they bring variety in teaching methods. Teachers involve students in teaching process. This peer teaching helps them to erase their fear and builds their confidence.

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

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

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

0

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)	View File

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	http://cjpctirora.org/research.html
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

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

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

18

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

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

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

9

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

3.4 - Extension Activities

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

The NCC and NSC Unit of our college had carried out the various activities to serve for the cause of society. The college

organizes a number of extension activities to promote institute-neighborhood community to sensitize the students towards community needs. These are the following activity organize in our college.

1. International Yoga Day
2. Tree Plantation Programme
3. Azadi Ka Amrit Mahotsav
4. Varrious Competitons under Azadi ka Amrit Mahotsav
5. Independence Day
6. Manoharbhai Memorial Day and Ek Saath National Anthem
7. Major Dhyan Chand Jayanti
8. Competitive Exam Guidance
9. Mahatma Gandhi Jayanti
10. Cleanliness campaign
11. Constitution Day
12. Drug Free India Mission

The students of our college actively participate in social service activities leading to their overall development. The college runs effectively National Service Scheme and National Cadet Corps Units. Through these units, the college undertakes various extension activities in the neighbourhood community. NSS organizes a residential seven day camp in nearby adopted village and several activities were carried out by NSS volunteers addressing social issues which include cleanliness , tree plantation ,water conservation through construction of Bandhara, road construction, Shramdan, Social interaction, Group discussion Eradication of superstition. The NCC unit of the college comes under 4MAh.BN.NCC Nagpur. It aims at developing qualities of leadership, patriotism, maintaining discipline, character building, spirit of adventure and the ideal of self service.

All these mentioned activities have positive impact on the

students and it developed student community relationship, leadership skill and self-confidence of students. It also helped in cultivating hidden personality of students and created awareness among students

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

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

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

00

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

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

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

33

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

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

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

4421

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

3.5 - Collaboration

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

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

00

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

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

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

6

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The total area of the college campus is around 6.5 acres and having 'C' shaped two stories building.

The Rooms of the institution have good ventilation system. Apart from this, sufficient fans and Tube lights facility are made available in all rooms. Furniture in every class room is sufficient and in good condition as per the requirement. Institution has two fully technologically based enabled smart class rooms with LCD Projector, CCTV Camera, Lecture capturing system (LCS) and Wi-Fi facility. Apart from this, well equipped science laboratories for all subjects i.e. Geography, Chemistry, Botany, Zoology, Physics and Computer Science are maintained. The College is giving due attention towards supply of clean drinking water for everyone, by installing 02 aqua guards systems & 02 water cooler for everyone and also 01 number of water purifier and 01 number of water purifier at administration block. Ramps, Parking, Railings etc. Biometric Attendance System (i.e. face reader machine) is also available for the Time Management purpose of all the staff members. We are also having the Girl's & Boy's common rooms with toilet facility. Also ladies & gents staff rooms along with toilet

facility separately. College campus is under CCTV surveillance. ICT & Wi-Fi enabled with LAN facility, Xerox, Fax Machine, Printers, Computers, Scanner, Intercom & Intra-Com Telephone facility also. Administrative work is fully automated & runs on College Management Software (CMS).

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

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

The college has a spacious playground and well utilized for Running track, Kabaddi ground, Volleyball Ground, Shot put Sector, Discuss throw Sector, Javelins throw Ground, Long Jump Pit, High Jump ground Size, Handball Ground, Cricket Ground & Football Ground also.

The college teams are formed every year to take part in Intra-mural, Inter-collegiate university tournament etc. Sports Events and Competition are yearly organized at college level. Teams of various departments participate in sports events in Intra-mural level in an academic year and the winner are awarded and rewarded. Accordingly, the outdoor games such as volleyball, cricket, football, kabaddi and Handball are always played by students. There is a 400 mtrs. Running Track developed in the college ground. During the year 2014 the college has organized University Level Zonal Inter-collegiate Kabaddi Tournament also.

The College also has a spacious and well equipped gymnasium with modern exercise equipment's.

Open Stage and Cultural Activities

We have open stage of 52.48 mtrs where in the morning, staff and students of the college are allowed to do meditation and Yoga, cultural and other regular activities are also performed on this stage. Students are encourage to participated in the cultural events like Fresher's day, Annual Sports Day, Farewell etc. Apart from this, they are also sent to other colleges for inter collegiate competition like dance, singing, drama etc.

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

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

07

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

2, 28, 764

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

4.2 - Library as a Learning Resource

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

Library is automated using Integrated Library Management System (ILMS). The library is partially automated with complete

computerization of all housekeeping operations. Library is using LIBMAN proprietary integrated Library Management Software on the cloud version. The software has all the modules to facilitate different housekeeping operations of the library ranging from acquisition and cataloguing, Circulation, Serial Control, OPAC and Mobile OPAC, news clipping service through its mobile app. By installing mobile app of the software users are allowed to check in through QR code reader, Demand or Reserve book facility, NEWS clip service, new arrivals online display and also book issue and dues updates are readily accessible. Library Database is fully updated. All the books are simultaneously tagged with barcode for easy circulation and issue return. Through unique student Id number any user can avail all the facilities of the library even through mobile app. Also college news and events clippings covered in various newspapers as well as details of the events are made available to library users' through two options namely: 'NEWS' and 'Librarians Blog'. As regard to e Resource subscription, the college library is regularly subscribing to NLIST Database from INFLIBNET since 2011. Through NLIST library users are available to access E-Resources 24X 7 in a remote login mode.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://libcloud.mastersofterp.in/Homepage/Index/

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

C. Any 2 of the above

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

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-

journals during the year (INR in Lakhs)	
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
1.60272	
File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)	
4.2.4.1 - Number of teachers and students using library per day over last one year	
4	
File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File
4.3 - IT Infrastructure	
4.3.1 - Institution frequently updates its IT facilities including Wi-Fi	
Our institute is aware of the paradigm shifts taking place in conventional Teaching-Learning processes. So, the focus of our college is on the education programs that promote competency and performance. We believe that Information Technology (IT) has the potential to enhance Teaching and Learning process and it can also boost up the Academic productivity. So, the college has made major investments in new technology by distributing computing capacity across the campus and also by providing the necessary IT Infrastructure for faculty members. Profound use of Computers, Internet, Telecommunication devices include Computers, LCD Projectors, Fax Machine, CD-Rom, Internet, Slides, Digital Multimedia and VCD,s are widely used machine in day to day activities of the college. Computer Aided instruction (CAI) is also used for integrating students along with programmed instructional materials. ICT facilities are	

available for Teaching and Learning process. These facilities are utilized in enhancing Learning and brings efficiency in Curriculum delivery. For this purpose

Regular maintenance is undertaken (AMC)

Internet facility is provided

Two Computer labs are installed

Wi-Fi is also provided

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

4.3.2 - Number of Computers

56

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

46.161253	
File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File
4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. The college has several systemic provision for the utilization and maintenance of physical, academic and support facilities on the campus. The facilities and amenities, which come within the purview of individual departments are under the planning and care of those departments. This helps in insuring that the utilization and care-taking of facilities happens in a decentralized way as well as in ways that are more relevant and fruitful for individual	
File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
STUDENT SUPPORT AND PROGRESSION	
5.1 - Student Support	
5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
1165	

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

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

00

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

D. 1 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
181	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
181	
File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File
5.2 - Student Progression	
5.2.1 - Number of placement of outgoing students during the year	
5.2.1.1 - Number of outgoing students placed during the year	

06

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

58

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

6

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

5.3 - Student Participation and Activities	
5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year	
5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.	
1	
File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File
5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)	
Representation of students on various bodies ◦ Anti raging committee: Institution and Student Nominees Dr. R. N. Taikar Assist Prof. Physics Dept. In charge Mr. A. M. Gandhe Assist Prof. Physical Education Member Dr. R. B. Zode	

Assist Prof. Botany Dept.

Member

Ku. Rameshwari B. Tembhare

B. Com II Year

Student

Ku. Rupali R. Patle

B. Sc. I Year

Student

- **Anti-Sexual Harassment committee:**

Institution and Student Nominees

Presiding officer

Dr.S. R. Bhagwat

Assist. Prof

Faculty Member

Dr.M. S. Barki

Assist.Prof

Faculty Member

Dr. I. J. Pandye

Assist.Prof

Faculty Member

Dr. S. N. Sheikh

Assist.Prof

Student Member

Ku. Apeksha J. Patle

B.Sc III Student

Student Member

Mr. Laxmidas R. Bagde

M. A. II Student

- **Students Grievance Redressal Committee:**

Institution and Student Nominees

Dr. S. N. Sheikh

English Dept.

In charge

Dr. S. U. Anpat

Economics

Member

Prof. M. P. Meshram

Zoology

Member

Mr. Vikas C. Chaudhari

B.Com III Year

Student

Mr. Shubham R. Gupta

M. A. I Year

Student

◦ **Discipline Committee**

Institution and Student Nominees

Prof. AnmolGandhe

Physical Education Dept.

In charge

Dr. R. R. Kurzekar

Chemistry Dept.

Member

Dr. I. J. Pandey

Botany Dept.

Member

Mr. Gaurav B. Kuthrahe

B.Sc III Student

Student

Ku. Vaishnavi D. Patle

B. A. I year

Student

◦ **Library Committee**

Institution and Student Nominees

Prof. MrunalBalki

Librarian

In charge

Dr. S. U. Anpat

Economics Dept. Member Dr. RajshekharUkare Physics Dept. Member Prof. A B. Wakhle PoliticalScience Dept. Member Ku. Arti D. Chaudhari B.Sc. III Year Student	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File
5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)	
5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year	
320	

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

5.4 - Alumni Engagement

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

The alumni's role is crucial for the development of the institution. All alumni provide support in various aspects which are beneficial to the students, institutions and the society. Many other alumni are successful in their careers as jobs, higher education, politics and in the field of entrepreneurship. We successfully draw their support through Annual Alumni meets. The Alumni meets with the current batches and guide students through lectures, group discussion and through other forum. Alumni share their political and corporate experiences, guide current batch of B.Sc, B.Com, and B.A. students and assures the students to be in continuous communication with them. Alumni association provides continuous support to students for placements. Through these alumni meets, a strong bond is created between the passed-out students and the current batch.

To keep the alumni a constant part of the function of the college, a separate committee has been created that is dedicated solely for this purpose. Every student who has graduated from the college has his/ her name enrolled in alumni database. This database stores their current information about their professional life and contains their association with the college.

The alumni are also an active part of the Alumni association and governing body of the college. As a part of several committees, alumni make a considerable impact on the functioning of the college. Their views are respected and taken

into consideration. Our college does not accept any financial contribution from alumni students.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
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File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Institutional Vision and Leadership

Late Shri Manoharbai Patel, the founder of Gondia Education Society, established Chhotabhai Javerbhai Patel College at Tirora, a backward Tahsil of Gondia district, in the year 1966. Since its establishment the college has been working for the welfare of the students of this rural and naxalite infected area.

VISION

The college has its Vision statement 'SA VIDYA YA VIMUKTAYE', which is in tune with objective of touching the heart of society and vows that students could get rid of all the barriers of prejudices and ill humanity.

MISSION

Mission Statement

"We at C. J. Patel College, aim at achieving excellence in Higher Education, all over development of individual

personalities and making them patriotic, responsible and useful member of the society."

OBJECTIVES

- To provide comprehensive quality education.
- To inspire the students to fetch their creative potential.
- To inculcate human values and the feeling of nationalism among the students.
- To impart scientific and moral education to achieve academic excellence.
- To transform rural girls into bold, assertive and self-dependent women.
- To infuse self-esteem and life skills in rural learners.
- To enhance critical and analytical abilities of the students.
- To conduct various programmes to make the students aware of the latest technology and knowledge.
- To organize self-employment programs to enhance the employability among the students.

File Description	Documents
Paste link for additional information	https://www.cjpctirora.org/vision.html
Upload any additional information	No File Uploaded

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

The college governance and management operate at various levels. The management and Principal actively participate in CDC for ensuring that the policy statements and action plans are aligned for attaining the mission of the institute, disseminates the vision and mission to all stake holders and involve them in forming the policy statements. The action plans are chalked out by IQAC through meetings with functional committees. Necessary changes are made if required. The management takes review of quality policies and makes amendments in quality policies if required.

The college provides academic autonomy to the head of departments. Each department plans and organizes academic activities related to their subject. Utilization of the

allocated budget as per the requirements is also looked after by the respective heads of departments. The college has formulated various committees to facilitate smooth functioning and conduct all the activities in the college. The roles and responsibilities of the committee members are well defined. The coordinators of various committees provide a brief review of the activities of their committee to the principal. The Head of the Institution makes information available to the management to review and guide. This is an important step in aligning the activities of the college.

File Description	Documents
Paste link for additional information	https://www.cjpctirora.org/governingbody.html
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The IQAC of the college is involved in the preparation of perspective plan. It takes regular meetings and takes necessary steps to formulate and implement strategic plans of the institution. Mentorship is introduced in all the departments and it is commendably supervised by the principal and heads of departments.

The following strategies are adopted by the institution to monitor and evaluate policies-

- Regular meeting of the councils.
- The feedback system (Regular feeding from Stake holder, Alumni member, Staff and Student).
- Periodical Academic Audit Team visits to the departments.
- Regular visits of the principal to the departments and interaction with the head of the departments.
- Head of departments monitor the system of the own department regularly.
- Annual report and presentation by each department and coordinators of various committees regarding their activities.

The college has a perspective plan of development which was developed a few years ago. The aspects considered for inclusion

in the plan are as follows:

- Enhance various teaching heads
- Subscription of various teaching apps.
- Laboratory with latest technology equipment.
- Better infrastructure for students with the facility of ICT aids and Wi-Fi.
- Enhance the collection of latest text and reference books in library.
- Use of ICT aids like e-books, journals (N-List), power point presentation in teaching.
- Addressing gender issues and aligning activities with social needs.
- Visualizes faculty development, research promotion, alumni involvement and extension activities

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.cjpctirora.org/Strategic_Plan.pdf
Upload any additional information	No File Uploaded

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

The Gondia Education Society, the management, is the final authority for all the institutional matters. At the college level, the College Development committee, constituted according to the Maharashtra Universities Act. Inside the college the Principal is the institutional head of the academic and administrative sections and is responsible for managing the day-to-day affairs of the college.

There are different bodies that give academic and administrative leadership to the institution. An optimum level of decentralization through the autonomous departmental system and participative decision making process are in practice.

Service rule:

The institution strictly follows the service rules laid down by the UGC norms and the R.T.M. Nagpur university, Nagpur and

Government of Maharashtra.

Recruitment:

Recruitment is taken place according to the norms by UGC, R.T.M. Nagpur University Nagpur, a body comprising of secretary Dean, Academic affairs, principal, HOD and subject experts decides the worthiness of the faculty member by his/her performance in the interview according to the parameters they are looking for.

Promotional policies:

The institution follows the good academic standards API as per UGC norms, R.T.M Nagpur University, Nagpur.

Grievance Redressed Mechanism:

Institute has its own grievance redresser committee for staff and students. The committee reviews the grievances received and resolves it as per UGC and university norms.

File Description	Documents
Paste link for additional information	https://www.cjpctirora.org/staffcouncil.html
Link to Organogram of the institution webpage	https://www.cjpctirora.org/organisationalStructure.pdf
Upload any additional information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

A good number of both statutory and non-statutory welfare measures are available for teaching and non-teaching staff of the college.

- House building Employees Credit Co-operative Society provides loans to the staff on considerable rates for the welfare of the staff and their family members.
- Emergency loan provided to the member of Employees Credit Co-operative Society within one day with less formalities. Limit of emergency loan is up to ? 30,000
- College established consumer society named C. J. Patel College Vidyarthi Grahak Bhandar for the benefit of students and staff.
- Provident Fund / CPF/DCPS/NPS and employees group insurance benefits are extended to the all staff.
- Loans from G.P.F. are sanctioned on moderate rates.
- The Head of the Institution recommends for loan for the staff members to the banks.
- Medical reimbursement from Joint Director, Higher Education, Nagpur Region under the government policies.
- Advance salary to non-teaching staff at the time of need.
- The Institute provides college uniform to non-teaching staff (peons) and blazers to faculty.
- Free doctor service (Dr. AvinashJaiswal) on call provided to faculty and students in emergency.
- Various leaves available to teaching and non-teaching staff.

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

2

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

00

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)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

09

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
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

The institute has transparent Performance Appraisal System for teaching and non-teaching staff. The annual assessment of the performance of the teaching staff is made through in prescribed

format as per norms of the UGC and R. T. M. Nagpur University.

PART A - General information of teacher and course work done during the prescribed time frame.

PART B - Academic Performance Indicators (API) - Based on the teacher's self-assessment, API scores are proposed for (1) teaching related activities; domain knowledge; (2) Involvement in University / College student's related activities / research activities.

Category - I: Detail information related to lectures, seminars, tutorials, practicals, project, contact hours undertaken by faculty as allocated.

Category - II: Information of Student related co-curricular extension and field based activities, Contribution to Corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities of Professional Development activities.

Category - III: It includes Publications, Sponsored Projects, Patent and Research Guidance.

Category - IV: Summary of API Scores.

All self-appraisal of faculties are scrutinized by the IQAC committee and reports are sent to the Principal.

For appraisal of non-teaching staff, there is statutory appraisal format prepared by the IQAC committee. For all non-teaching staff, office superintendent is the responsible authority while Principal is the assessing authority and management is the reviewing authority.

Comprehensive evaluation is also done by students and peers through structured questionnaire feedback and corrective measures are taken to improve teaching and services of non-teaching staff.

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

6.4 - Financial Management and Resource Mobilization

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

The institute has a mechanism for internal and external audit. College has its own internal audit mechanism where internal audit is an on-going continuous process. In addition to this, an external auditor verifies and certifies the entire Income and Expenditure and the Capital Expenditure of the Institute each year. Continuous internal audit is carried out by the staff of account section under the guidance of finance committee. Internal audit is rechecked and verified by S. V. K.& Company Nagpur, Chartered Accountant appointed by management of Gondia Education Society. All the financial transaction of the college is revealed to external audits by the management and chartered accountants. The external audit is done by the government auditor deputed by the Joint Director, Higher Education, Nagpur Region.

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)

00

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

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

The major sources of fund for the college are Grants received from State government and University Grant Commission. The Government provides salary grants for the permanent staff working in aided departments of college. Other clock hour basis teaching staffs (Guest faculty) receives remuneration as per university norms from the government while teaching and non-teaching staffs for non-grant courses receive salary by college management. UGC Grant is received for different purposes such as the purchase of electronic gadgets, sports & gym equipment, preventive maintenance & repairs, teaching aids, books, periodicals & journals and for upgrading the infrastructural facilities and academic standards and it is utilized for the same.

The college has well formulated financial policy which validates effective and optimal utilisation of fund resources for academic development and administrative purposes. At the beginning of every session, the budget is prepared by IQAC in advance after taking into consideration the requirements. The budget is reviewed and approved by the management and if needed changes are suggested. If required, management makes provision for additional fund. The Principal, Head of Departments and purchase committee ensure the optimum utilisation of fund as per the requirement and priorities. Finance committee keeps watch on proper utilisation of financial resources. Budget utilisation is periodically reviewed by management and corrective measures are taken, if required.

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 has contributed towards institutionalizing quality assurance strategies and process through:

- Conducting IQAC committee meeting at periodic interval and take quality augmentation steps for the betterment of

institution without any compromise and implement them.

- Periodic review and introduction of innovative, add-on and interdisciplinary programmes.
- Develop quality benchmarks for academic activities.
- Obtaining feedback from teachers, students, parents and other stake holders.
- Organising and coordinating academic audits by visiting concerned departments.

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

IQAC plays fundamental role in the process of quality execution in the college. It suggests different quality enrichment strategies to the faculty members and the CDC from time to time. Some examples of such best practices are -

- **IT Initiative :**

Teaching and guiding students as well as making them aware about IT who are specially come from rural area is the biggest challenge for academic staff. To make everything smooth and under control IQAC cell guide staff and provide all amenities which are required for effective teaching. IQAC cell also encourages teachers to make videos of teaching material and post it on personal or college YouTube channel.

- **Teaching Initiative :**

The college conducts an orientation program for all newly admitted students to make them aware of program details and career opportunities. Continuous class test, midterm unit tests, pre-university exams & assignment are arranged for monitoring the progress of students. For improvement of slow

learners and advanced learners extra classes are arranged by various departments.

- **Research Initiative:**

IQAC cell encourages faculties to participate in seminars, conferences and workshops at various levels and also inspires faculties to publish articles in the conferences and well-known journals. It guides faculties for enrolment of minor and major research project as per UGC norms. IQAC also motivates faculties for enrolment in doctorate of philosophy.

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)

C. Any 2 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)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities
7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year
Institution shows gender sensitivity in providing facilities such as: 1. Safety and Security Student safety is a top priority thus Safety CCTV cameras are installed in an open space campus area, in building verandas and in class rooms for better surveillances, to create good discipline and identify any suspicious individuals present on the premises. 1. Common room Common room is a place where learners can study, socialize as well as relax. To facilitate our female students, the campus has established a spacious and comfortable two common rooms, (23 x 38 sq. feet and 30 x 30 sq. feet area) & 1 common room for boys. 1. International WOMEN’S DAY International Women’s Day celebrated on 8th March every year to give respect to the women to give inspiration, strength and empowerment of the women and society also. 1. Three Days Workshop on Personality and skill development Workshop on Personality, skill development and carrier counseling program was held from 9th to 11th March Miss Pooja Gayakwad sub-divisional officer was our chief guest; she has given fruitful guidance and expressed her views on how girls can obtain good carriers in different field for bright future. In between three day so many programs like poster presentation, essay compilation etc where taken.

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	C. Any 2 of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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
--

Institution shows gender sensitivity in providing facilities such as: 1. Safety and Security Student safety is a top priority thus Safety CCTV cameras are installed in an open space campus area, in building verandas and in class rooms for better surveillances, to create good discipline and identify any suspicious individuals present on the premises. 1. Common room Common room is a place where learners can study, socialize as well as relax. To facilitate our female students, the campus

has established a spacious and comfortable two common rooms, (23 x 38 sq. feet and 30 x 30 sq. feet area) & 1 common room for boys.

1. International WOMEN'S DAY

International Women's Day celebrated on 8th March every year to give respect to the women to give inspiration, strength and empowerment of the women and society also.

1. Three Days Workshop on Personality and skill development

Workshop on Personality, skill development and carrier counseling program was held from 9th to 11th March Miss Pooja Gayakwad sub-divisional officer was our chief guest; she has given fruitful guidance and expressed her views on how girls can obtain good carriers in different field for bright future. In between three day so many programs like poster presentation, essay compilation etc where taken.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

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	A. Any 4 or All of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	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	C. Any 2 of the above

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

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

Institution has code of ethics for students and a separate code of ethics for teachers and other employees which has to be followed by each one of them irrespective of their cultural, regional, linguistic communal socio-economic and other diversities.

1. International Yoga Day

21st June 2022 International Day was celebrated at CJ Patel College. In these programsthe benefits of various yogasanas and pranayama and made them do the yogasanas.

1. Tree Plantation Programme

On 15 July 2022, a tree plantation program was organized at C. J. Patel College, Tirora, in which 50 trees were planted.

1. Azadi Ka Amrit Mahotsav

On the occasion of Azadi Ka Amrit Mahotsav in C. J. Patel College on 12th August 2022 Janajagruti Pathak Rally was conducted from College to Gandhi Statue in which students were participated.

1. Varrious Competitons under Azadi ka Amrit Mahotsav

Azadi Ka Amrit Mahotsav was celebrated in the college on 14th August 2022. Speech competition, Rangoli competition and Essay competition were conducted and 25 students were participated in this competition.

1. Independence Day

Amrit Mahotsav of Independence was celebrated on 15 August 2022. Flag hosting was done by Dr. Mrityunjay Singh and distribution of prizes for various competitions were done.

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	View File

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

1. Competitive Exam Guidance

A competitive examination guidance program was organized at C. J. Patel College, Tiroda, Naib Tehsildar Nagpure Sir guided the program and Principal of the college Dr. MV Singh was present in the chair. Vote of thanks was done by Prof. Kisan Gavit.

1. Mahatma Gandhi Jayanti

Mahatma Gandhi Jayanti was celebrated at C. J. Patel College Tirora on 2nd October 2022.

1. Cleanliness campaign

On 31 October 2022 at C. J. Patel College, Tiroda, cleanliness drive was conducted in which the premises of the college were cleaned and 30 cadets of National Cadet Corps were present in

these events.

1. Constitution Day

Constitution Day was celebrated on 26 November 2022 at CJ Patel College, Tiroda. The pledge was taken on this day. We believe in giving holistic all-round education to the students and sensitizing students on our constitutional rights, values and duties is one of the primary education given at the institute's through various means.

1. Drug Free India Mission

On 26/04/ 2023 Nasha Mukta Bharat Abhiyan program was celebrated in C. J. Patel College Tiroda under this Nasha Mukta Bharat Abhiyan various competitions were held and awareness rally was held as chief guest Professor Vikas Ade guided students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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

D. Any 1 of the above

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

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

1. INTERNATIONAL YOGA DAY (21st June 2022)

'YOGA DAY' Programme is organized by NSS Unit to spread the awareness about health consciousness among youth and the people. NSS unit celebrated International Yoga Day on 21st June 2022 at 8: 00 AM.

1. CONSTITUTION DAY CELEBRATION

Constitution Day is observed on 26 November was celebrated in online mode on 26th November 2022.

1. Azadi Ka Amrit Mahotsav

On the occasion of Azadi Ka Amrit Mahotsav was celebrated on 12-14th August 2022. Janajagruti Pathak Rally was conducted from College to Gandhi Statue in which 115 students s participated.

1. Independence Day

Amrit Mahotsav of Independence was celebrated on 15 August 2022. Flag hoisting was done by Dr. Mrityunjay Singh and distribution of prizes for various competitions were done.

1. REPUBLIC DAY CELEBRATION

Republic Day was celebrated on 26th January 2022. Dr. M.V. Singh hoists the flag.

1. Manoharbai Memorial Day and Ek Saath National Anthem

17 August 2022 Manoharbai Memorial Day and Ek Saath National Anthem program was organized. Nearby 123 students participated in this program.

1. Major Dhyan Chand Jayanti

Major Dhyan Chand Jayanti was celebrated by the NCC Department. For this programme, Honorable Mr. Shende, PT teacher of Shaheed Mishra College was present as the chief guest.

1. Mahatma Gandhi Jayanti

Mahatma Gandhi Jayanti was celebrated by NSS and the NCC Department.

1. TEACHER'S DAY

National teacher's day was celebrated on 5th September 2022 by By the Sceince, Art's and Commerce students separately.

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	View File
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.

Practice 1: Title of the Practice:

GREATER ATTENTION TO WUSHU

Goal: Creating environment to bring laurels for the college

The context: Different sports activities are usually carried out in our college. The games like Football, Cricket, Wushu, Kabaddi, Kho-kho, Handball etc. are usually carried out and

practiced on regular basis.

The practice:

To Develop the Wushu Game spirit in our students, continuous efforts have been taken by the faculty members. These continuous efforts in Wushu game have result in wonderful output in this game.

Outcome: In the academic year 2022-23, our college students Mr. Mohit P. Yadav has achieved third position in all India Inter -University Wushu (M) Sanda (56 Kg) tournament held at Chandigarh university during the period 07/02/2023 to 11/02/2023.

Practice 2: Title of the Practice:

GREEN ENERGY GENERATION

Goal: To generate green energy for college using solar panels.

The context:

Solar panel works by converting sunlight energy from the sun into electrical power. There are two forms of energy generated from the sun for our use - electricity and heat.

The practice:

To implement this practice in our college, we have rooted 3 different solar panels on the terrace of the building.

Evidence of success:

Now, the staff and students of college are much less worried about the continuous electric power failure / load shading from Maharashtra State Electricity Board.

File Description	Documents
Best practices in the Institutional website	http://cjpctirora.org/bp2223.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

After the corona pandemic, students were unable to come to college due to inconsistency or change in daily routine activities. Hence, to warm up these students back to normal working time, our College authority has decided to run the college in both modes i.e., online as well as offline. Hence, a series of lectures have been organized and it's live telecast has been done on our official YouTube channel under the guidance of Hon'ble Principal Dr. M.V. Singh. The coordinator of youtube channel was Dr. Ramesh N. Taikar, Assistant Professor of Department of Physics.

The LIVE TELECAST LINK for our official youtube channel is <https://www.youtube.com/@cjpatelcollegetirora1347/streams>. In this series of lecture, our entire college staff and students were involved. This series of lecture involves seminars in the subject like Physical Education, Economics, Political Science, Geography, Physics, Chemistry, Botany and Zoology etc.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Future plan for the Academic session 2023 -24

1. To prepare college Academic Calendar for the session 2023-24.
2. To form and execute the work allotted to different committees in the college.
3. To strengthen the Career and Guidance and Placement Cell of the college.
4. To organize programmes on women development and gender sensitization.
5. To enhance the students' participation in games and sports activities.
6. To organize Socio-economic survey in nearby villages by students.
7. To organize students' workshop/certificate course on

skill development.

8. To enhance the research and publication activities in the college.
9. To undertake plantation programme in college and nearby public places.
10. To organize programmes for developing entrepreneurship among students.
11. To organize lectures on NEP, and chalk out plans for implementing NEP.
12. To enhance interdisciplinary activities.
13. To install more sanitary napkins machine.