



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

Radhanagari Mahavidyalaya,
Radhanagari

- Name of the Head of the institution **Dr Dhanaji Shamrao Moruskar**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **02321234408**
- Mobile No: **9881081748**
- Registered e-mail **principal_rmr@rediffmail.com**
- Alternate e-mail
- Address **A-P/Tal. Radhanagari Dist. Kolhapur**
- City/Town **Radhanagari**
- State/UT **Maharashtra**
- Pin Code **416212**

2.Institutional status

- Type of Institution **Co-education**
- Location **Rural**
- Financial Status **Grants-in aid**

- Name of the Affiliating University **Shivaji University, Kolhapur**
- Name of the IQAC Coordinator **Dr N. A. Jarandikar**
- Phone No. **02321234408**
- Alternate phone No.
- Mobile **9890355376**
- IQAC e-mail address **naacrmr@gmail.com**
- Alternate e-mail address **nitin.jarandikar@gmail.com**

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

http://www.radhanagaricollege.ac.in/NAAC/AQAR/AQAR_2019-20.pdf

4. Whether Academic Calendar prepared during the year?

Yes

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

<http://www.radhanagaricollege.ac.in/Academic%20Calendar/2020-21.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C+	60	2004	16/02/2004	15/02/2009
Cycle 2	B	2.15	2012	10/03/2012	09/03/2017
Cycle 3	B+	2.70	2022	02/08/2022	01/08/2027

6. Date of Establishment of IQAC

20/06/2004

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
0	0	0	0	0

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year **2**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

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

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

- If yes, mention the amount

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

Submission of AQAR for the academic year 2019-20

Suggestions to exploit different ICT enabled teaching-learning strategies in the wake of the pandemic and lockdown period

Organization of webinar

Organization of online exams against the background of the pandemic and lockdown

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
Submission of AQAR for the academic year 2019-20	AQAR for the academic year 2019-20 was submitted to NAAC on 03/03/2021.
Suggestions to exploit different ICT enabled teaching-learning strategies in the wake of the pandemic and lockdown period	The institution started its dedicated blog, YouTube channel and official Telegram channel for e-resources;
Organization of webinar	Webinar was organised on 24/10/2020; Topic:
Organization of online exams against the background of the pandemic and lockdown	The Winter Session exams were conducted through the online mode by outsourcing. (Name of the outsourcing agency: Core Info Solutions Pvt. Ltd. Kolhapur)

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

- Name of the statutory body

Name	Date of meeting(s)
IQAC	19/04/2021

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	Radhanagari Mahavidyalaya, Radhanagari
• Name of the Head of the institution	Dr Dhanaji Shamrao Moruskar
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• IQAC e-mail address	naacrmr@gmail.com				
• Alternate e-mail address	nitin.jarandikar@gmail.com				
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4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.radhanagaricollege.ac.in/Academic%20Calendar/2020-21.pdf				
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Cycle 3	B+	2.70	2022	02/08/2022	01/08/2027
6.Date of Establishment of IQAC			20/06/2004		
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	
0	0	0	0	0	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			2		

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11. Significant contributions made by IQAC during the current year (maximum five bullets)		
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IQAC	19/04/2021

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	21/03/2022

15. Multidisciplinary / interdisciplinary

- At present, the institution offers choice to students to opt for the programmes and optional subjects.

For instance, after passing HSC (arts/commerce/science) a student can enrol to BA or BCom programme as per his/her choice.

BA I student can select any five subjects from the given list: Marathi/Hindi (Compulsory), Marathi/Hindi/English (Optional),

history, economics, sociology, psychology, and geography.

BA II students can select any two subjects from their previous year subjects.

BA III students can select any one subject from their previous year subjects.

B.Com. III students can select either Accountancy or Industrial Management.

- As far as value based and environmental education is concerned, all the students, irrespective of their programmes, have to study the following credit/non-credit courses:

BA/BCom I: i) Election, Democracy and Good Governance; ii) Yoga and Health Management

BA/BCom II: Environmental Science

BA/BCom III: i) Constitution of India; ii) Travel and Tourism

- The institution addresses society's pressing issues and challenges primarily through its extension activities. In the coming years, the institution intends to incorporate these issues in project works assigned to final semester students.
- Being an affiliated institution, there is very limited scope to our institution to offer multidisciplinary/interdisciplinary courses. There are the practical difficulties in providing the integration of humanities with STEM, as we offer exclusively Arts and Commerce programmes. Of course, all the programmes offered are choice based. But the choice is restricted to specific programmes. A student pursuing BA (History), for example, cannot opt any courses from BCom programmes as it is not permitted by the affiliating university and the government as well. Similarly, in case of multiple entry and exits, the institution has no scope in the existing affiliation structure.

16.Academic bank of credits (ABC):

- The institution has established the MoUs and linkages with the neighbouring institutions for faculty and students

exchange and capability enhancement. In the assessment period, the institution has established 09 linkages and 02 MoUs.

- The institution motivates the faculty members to undergo refresher courses, orientation programmes, faculty development programmes, seminars and workshops which enable them have new insights in connection with design of new curricular and pedagogical approaches. It helps them to write the self-instruction material, e-contents, etc. which are displayed on the HEI website.

The HEI is not yet eligible for the registration under Academic Bank of Credits.

17.Skill development:

- Under skill development, considering the local needs, the institution is running successfully a training programme in bee-keeping. Any student from our institution pursuing graduation can enrol to this course.
- The institution provides the value based education by commemorating the national days and birth-death anniversaries of freedom fighters and social reformers such as Teachers Day, Yoga Day, Women's Day Lokmanya Tilak Death anniversary, Annabhau Sathye birth anniversary, Dr A. P. J. Abdul Kalam birth anniversary, Rajarshi Shahu birth anniversary, etc.
- In the present set up, there is no space to offer skilling courses through online/distance mode.

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

- Being an Arts faculty, the institution offers the programmes such BA in Marathi/Hindi/English.
- The medium of instruction to offer all the programmes is primarily the regional language i.e. Marathi.
- For Commerce faculty, the subjects such as accountancy, statistics are taught through English and Marathi.
- To promote the Indian languages, the institution motivates the students to publish the wallpaper regularly dedicated to different issues. Students are motivated to undertake the final semester projects dedicated to compilation of linguistic features of local dialect of Marathi. One faculty member has submitted the minor research project to the UGC on the local dialects of Marathi found in the nearby villages.

- Indian art and culture is promoted through students' participation in the university level events such as youth festival. The institution participates in the events such as folk-song and folk dance. Institution celebrates the events such as the Traditional Day on the occasion of Makar Sankranti where students perform a cultural programme.

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

- The institution has cultivated a practice of defining the Course Outcomes and Programme Outcomes. When new syllabi are introduced by the affiliating university, the concerned departments conduct the meetings with the faculty members. In such meetings, they discuss about the course outcomes and programme outcomes. After such meetings, every teacher, considering his/her teaching workload prepares the course and programme outcomes. The document duly signed by the concerned teacher, HoD and the Principal is then submitted to the IQAC. All such Cos and POs are displayed on the HEI website.
- The course outcomes and programme outcomes are measured by different means. Results of the university exams is a major means to evaluate the COs and POs. After every semester, every department prepares the result analysis reports and submits the reports to the IQAC. All the analysis of result details is discussed in the IQAC meetings. The final semester result analysis reports and the list of meritorious students is displayed on the HEI website. Besides the university exam results, the COs are measured through the internal exams and surprise tests conducted from time to time by the concerned departments.

20.Distance education/online education:

- The vocational courses offered by the institution during the assessment period were exclusively through the offline mode. As the courses were meant for the students admitted to our institution, there was no need to offer them through the ODL mode. But it is possible to offer these courses, particularly, the bee-keeping course through the blend of online/offline mode in the coming years.
- Prior to the unprecedented lockdowns, the institution relied mainly on the conventional pedagogical tools such as use of BBs, GDs, Q&As, field trips, tutorials, home assignments, etc. It was complemented with the use of LCD projectors. So when the lockdowns were announced, the first reaction was how to cope up with the new teaching

environment. The usual way was to start the online teaching with the help of the platforms such as Google Meet, Zoom and Webex. But the experience was somewhat disappointing due to social constraint. Parents were reluctant to give mobile phones particularly to their daughters. So the institution has to design some new strategies along with the day-today online teaching. The institution started its YouTube channel and a blog. Teachers uploaded their videos related to curriculum on the college channel. Similarly, the study material designed by the concerned teachers was uploaded on the college blog. This is how students, particularly girl-students could avail these resources as per their convenience. The students were brought together under the umbrella of the institution's Telegram Channel. (The institution was keen to not start a Whats App group as it easily shares the phone numbers of girl-students.) All the institutional level activities including the schedules of the online exams were communicated through the Telegram Channel. The institution's Mentor System too worked effectively during the lockdown periods. In the post-lockdown period, students returned to the classrooms where their doubts about the resources were solved. This is how blending of online/offline mode was possible.

Extended Profile

1.Programme

1.1	157
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	385
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	172
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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	99
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	11
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	19
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	17
Total number of Classrooms and Seminar halls	
4.2	3.589
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	16
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

1. **Academic Calendar:** At the beginning of an academic year, the institution plans its academic calendar. Utmost care is taken while preparing the calendar so that all the different activities related to curriculum delivery are incorporated.
2. **Departmental Calendar:** Every department prepares its separate academic calendar which is in tune with the institution's Annual academic Calendar. It reflects the planning meant for the execution of curricular, co-curricular and extra-curricular activities to be carried out by the concerned departments.
3. **Syllabus:** The syllabus prepared by the affiliating university is displayed on the university website. In the same manner, the syllabus exclusively related to the subjects offered under particular programmes is displayed on HEI website. Similarly, the hard copies of the prescribed syllabus are made available in the institution's library.
4. **Teaching Plans:** Every teacher prepares the individual Annual Teaching Plans at the beginning of every academic year and submits it to the IQAC.
5. **Syllabus Completion Report:** At the end of the academic year, every teacher submits the Syllabus Completion Reports to the IQAC.
6. **Time Table:** There is a separate Time Table Committee which prepares Time Table. The Time Table is prepared taking into account the workload of every teacher.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.radhanagaricollege.ac.in/Academic%20Calendar/2020-21.pdf

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

- o The academic calendar is prepared at the beginning of the academic year in consultation with the faculty and the support staff.
- o All departments prepare their departmental calendars showing their planning for co-curricular and extracurricular

activities as they are reflected in the Academic Calendar.

- Considering the departmental calendars, and the meeting with the heads of the different committees formed, a rough draft is prepared by the Academic Calendar Committee.
- All the co-curricular and extracurricular activities are carried out taken into account the Academic Calendar.
- Besides the regular university exams, the institution conducts the internal exams and the surprise tests.
- Before the actual internal exams, the Exam Committee prepares the Time Table for it. It is prepared well in advance, so that students should get sufficient time for preparation.
- For Surprise Tests, there is no specific schedule. So it is not reflected in the academic calendar. Teachers conduct these tests during their lectures. At the end of the academic year, Surprise Test Reports are submitted by the concerned teachers to the Exam Committee.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://www.radhanagaricollege.ac.in/Academic%20Calendar/2020-21.pdf

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

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**

6

File Description	Documents
Any additional information	View File
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)**

0

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

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs 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	View File

1.3 - Curriculum Enrichment

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

- The syllabi designed by the Board of Studies of the affiliating university takes utmost care to incorporate the issues related to professional ethics, gender equality, human values, environment and sustainability, etc.
- As per the orders of the Supreme Court, the affiliating university has made the Environmental Studies course compulsory for the part II students.
- For part I students, there is a compulsory non-credit course entitled "Election, Democracy and Good Governance" which deals with the issues of citizenship, rights and duties, and other civic responsibilities.
- For part I students, there is one more compulsory non-credit course entitled "Yoga and Physical Management" which deals with the issues like health and stress management.
- For part III students, there is a compulsory non-credit course entitled "Constitution of India".
- All the departments in the institution have identified the cross cutting issues as reflected in the concerned curriculum prescribed by the affiliating university.
- Observation of birth and death anniversaries of national personalities, celebration of Independence Day, Republic Day, Traditional Day, organization of different workshops, etc. are some of the prominent activities of the institution for gender sensitization and inculcation of human values.

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**28**

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships**180**

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

A. All of the above

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

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

720

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

56

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

2.2 - Catering to Student Diversity

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

The learners who have secured less than 45% in the previous exam are identified as slow learners. The learners who have secured more than 60% marks are identified as advanced learners. The list of slow and advanced learners is communicated to the central library and IQAC by the concerned department.

- **Open access in Library:** The librarian is informed about the advanced learners. These learners are provided open access in the library. The concerned teachers recommend the learners a list of reference books and journals for further reading.
- **Deputation to attend workshops related to the curriculum:** The concerned departments depute the students to attend the workshops organised in the neighbouring colleges.
- **Advanced learners are motivated to solve the previous question papers.**
- **For slow learners as well as advanced learners guest lectures are organised frequently in the institution.**
- **Continuous internal evaluation:** Since the academic year 2015 - 16, the institution is conducting the CIE exams.
- **Surprise tests:** Every department conducts a surprise test on specific topics.
- **Study tours:** Assuming that the learners will understand the syllabus effectively through experiential learning, the departments organise field trips and study tours regularly.
- **E-resources are provided for advanced learners through the website of the institution.**

File Description	Documents
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
385	11

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

For enhancing the learning experiences, the institution has adopted multiple student centric methods. They are as follows:

- **Project works:** For students, during the Semester VI, there is a project work for internal evaluation. For these projects, the teachers recommend the projects which are in tune with the prescribed syllabus. Similarly, there is a project work for B. A./B. Com. Part II students for the course of the Environmental Studies.
- **Seminar presentations:** For B. A./B. Com. Part III students, during the Semester V, there is a seminar presentation for internal evaluation. The schedule for the presentation is conveyed to the students. Well prepared students deliver their presentations.
- **Organization of Study Tours:** For experiential learning, the departments organize study tours every year. Through these study tours, the students are exposed to the real life experiences.
- **Field Work:** The Sociology students are assigned the field work where they visit settlements of nomads and make a survey of their way of living.
- **Wall Paper:** As stated in the Academic Calendar of the institution, the respective departments publish their wallpapers. Every department submits its annual wallpaper report to the IQAC.

- **Teachers' Day:** Every year, the institution celebrates the Teachers' Day. The students are motivated to perform the roles of teachers.

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

- There are three classrooms enabled with LCD projectors. Similarly, there is one LCD projector in the seminar hall.
- The teachers deliver the lectures using power point presentations. The YouTube videos related to the curriculum are screened in the classrooms. Every department is allotted a specific time slot to use these classrooms. The arrangement is also reflected in the institution's academic calendar. At the end of the academic year, the teachers submit the ICT use reports to the IQAC.
- Some important power point presentations are uploaded on the institution's website.
- Some important video links are shared on the institution's website.
- There is a special button of e-resources on the institution's website. The details of the resources are communicated to the students through the college Telegram channel.
- As the number of students is limited in Part III classrooms, the teachers make use of the personal laptops.
- In a computer lab, there are 13 computers. These computers are also used for sharing of study material and syllabus.
- There is a dedicated YouTube channel run by the college. Along with the videos related to the extra-curricular activities/extension activities, the lectures delivered by the teachers are uploaded on this channel.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://naacrmr.blogspot.com/

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

11

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

11

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

5

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

343

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.

- For the final evaluation, for part III students there is internal assessment (40 marks theory + 10 marks internal assessment) for semester V and semester VI. For semester V, the internal assessment, there are seminar presentations. For semester VI assessment, there is a project work.
- The guidelines of seminar presentations and project work submissions are conveyed to students well in advance.
- The schedule of seminar presentations and project work submissions is displayed on the Notice Board.
- Since the academic year 2015-16, the institution has introduced the CIEs (Continuous Internal Evaluations).
- The students are informed about the nature of CIEs during the welcome ceremony which is organized at the commencement of the new academic year.
- The tentative schedule of the CIEs is reflected in the institution's academic calendar which is displayed on the

notice board and the institution's website as well.

- The final schedule of the CIEs is displayed on the notice board before the commencement of the CIEs.
- Besides the CIEs, every department conducts the Surprise Tests. The surprise tests are based on the particular units. At the end of the academic year, every department submits annual report of the conducted surprise tests to the IQAC.

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

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

- In order to address examination related grievances, there is a two-level mechanism:

I) Central Mechanism at University Level

All semester examinations are centrally conducted by Shivaji University, Kolhapur. The BoE, Shivaji University Kolhapur has worked out an elaborate mechanism to deal with students' grievances.

II) Evaluation Grievances at college level

A) Pre-Exam:

Semester I and II examinations are conducted by the institution and the assessment work is also done by the faculty of the institution. The grievances regarding these examinations are addressed by the institution. e.g. The grievances related to Hall Tickets, wrong entry of courses, wrong entry of students' names, wrong entry of exam centers etc.

B) During Exam:

Some students find their seat numbers missing in examination hall, some arrive late, some fail to carry Hall Tickets and Identity Cards with them, some face health issues - these issues are resolved by the Principal, Senior Supervisors. Sometimes students expect better seating arrangements, and some physically challenged students have their own requirements, these issues are resolved

immediately.

C) Post-Exam:

After the University results are declared, the statements of marks are provided to students and if there are any grievances by the students, they are forwarded to the University.

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

2.6 - Student Performance and Learning Outcomes

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

The institution has defined its Programme Outcomes and Course Outcomes. Teachers and students are well aware of the POs and Cos. The POs and Cos are displayed on the institution's website. Similarly, the hard copies of POs and Cos are maintained in the institution's library.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

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

- The institution believes that evaluation of the attainment of programme outcome is a key to assure the quality enhancement. So the institution has worked out the methodologies to check the attainment of Programme Outcomes and Course Outcomes. They are as follows:

1) Feedback System and Students Satisfaction Survey

The feedback from the following stake holders is generated annually :

i) Students, ii) Parents (up to 2016), iii) Employers, iv) Alumni, v) Teachers.

The feedback is mainly concerned with the curriculum details. The feedback analysis and Students Satisfaction Survey help in understanding the attainment of Programme Outcomes.

2) Result Analysis:

Every year after the semester exam results are declared, the HOD's conduct departmental meetings in which the result analysis is worked out on the following lines.-

Total Students appeared, pass and fail percentage, distinction, first class etc.

The practice of result analysis helps in understanding the attainment of Programme and Course Outcomes.

File Description	Documents
Upload any additional information	View File
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

79

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://www.radhanagaricollege.ac.in/Certificate/SSS%20Report_2020-21.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 departments having Research projects funded by government and non government agencies during the year

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

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

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

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

01

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

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

5

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

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

0

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

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to

social issues, for their holistic development, and impact thereof during the year

1.National Service Scheme:

The institution has effectively implemented the National Service Scheme. The annual NSS activities comprises of a week-long NSS special camp, which includes the activities such as campus cleanliness, channelizing water supply system, and bringing social awareness among the villagers.

2. Women Empowerment:

The institution conducts the different activities for Empowerment of Women such as Save the Baby Girl Campaign, Speeches on Gender Equality, Counselling of Girl Students through 'Nirbhaya Pathak', a Police Squad. There is a statutory body named Internal Complaints Committee which also plays a vital role in women empowerment.

3. Environment Awareness:

Through Environment Studies projects, students are exposed to the environment issues . The institution organises the workshops related to the reserve forest zone. The Orchid Nature club conducts different activities in creating environment awareness.

4.Health Awareness:

The institution conducts a number of health awareness activities on the campus and off the campus such as International Yoga Day celebration, Yoga workshop , course on 'Yoga and Health Management' .

5.Social Awareness:

The institution conducts a number of social awareness activities on the campus and off the campus e.g. Voters Awareness Rally, National Voters Day Campaign, organization of street plays for voters' awareness.

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

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

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

0

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

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

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

04

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

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

147

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

0

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

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

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

01

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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 institution is located on the outskirts of the famous Radhanagari Wildlife Sanctuary and the natural World Heritage site. The specific location provides pollution free and natural environment.
- The total campus area is 1.61.06 hectare. It has sufficient space for the required infrastructure. The total built up area is 1756.80 sq. m.
- It consists of main building, administrative building, and central library.
- There are 17 classrooms, 01 smart classroom and 01 seminar hall.
- In the administrative building, there is office, the principal cabin, computer lab and IQAC cell.
- In the main building, there are classrooms, seminar hall and the staffroom. Next to the central library, there is a smart classroom.
- Next to the administrative building, there is a ladies common room and washrooms for faculty and boys.
- Next to the main building there is a playground with a jumping pit and double bar.
- From the main entrance to the main building and the administrative building, there is a barrier-free road. The entry of vehicles to the main campus is restricted.
- There is a parking slot for two wheelers and four wheelers near the central library.
- The main building campus including the administrative building is under CCTV surveillance.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.radhanagaricollege.ac.in/Infgallery.aspx

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

Facilities for sports, games:

- **Outdoor games:** Next to the administrative building, there is a jumping pit and a double bar.

- Every year, the International Yoga Day is celebrated. The event takes place in the seminar hall.
- For BA/B.Com. part I students, there is one compulsory non-credit course entitled "Yoga and Physical Management Skill".
- There is a specific Gymkhana Committee formed in the institution. The committee is formed as per the guidelines of the affiliating university statutes. The committee looks into the expenditure and maintenance of sports equipment and facilities. The committee also works for organising different sports events at zonal and inter-zonal levels.

Facilities for cultural activities:

- There are different cultural activities conducted in the institution such as traditional day, rangoli competition, essay competition, annual cultural programme, etc.
- Similarly, students actively participate in activities organized outside the campus particularly at Youth Festivals.. It includes elocution competition, still photography, still painting, group song, short play, street play, etc.
- There is a separate cultural committee to look into the organization of these activities. The committee motivates and guides the students to participate in different cultural activities organized at different places.
- The seminar hall and smart classroom are used to rehearse different cultural activities.

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.

04

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

04

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)

00

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

4.2 - Library as a Learning Resource

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

The institution uses the Library Management Software named Library System Version 3. The software is developed by Biyani Technologies. The software is mainly designed for educational institutes. All useful features for day to day work of any college library are available in this software. It is operational on LAN environment. The administration and day to day work can be carried out through this software more smoothly efficiently and fast with minimum numbers of administrative staff. It is completely a secure system with password protected.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources E. None of the above

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

0.18

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

9

File Description	Documents
Any additional information	View File
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

- There are eighteen computers, four laser printers, one dot-matrix printer and four LCD projectors in the institution.
- All the computers are protected by the antivirus which are updated from time to time. All the computers are supported by the MS OS. The maintenance of computers and LCD projectors is done by the local vendor.
- The irreparable IT facilities are considered as the e-waste which are handed over to the local vendor.
- There is one photocopier machine in the computer lab and its maintenance is done by the distributor who has provided it.
- There is a BSNL Broadband facility with a bandwidth of 2 MBPS.
- Besides the Broadband facility, there is BSNL's optic fibre internet connection with a bandwidth of 100 MBPS. Its LAN facility is available to the office and the principal cabin. The WiFi facility is made available to the faculty and the central library.
- There is an updated website of the institution and its maintenance and the hosting procedure is monitored by the website developer who has been outsourced by the institution.
- There is a CCTV surveillance system in the institution with 06 cameras and its maintenance is done by the distributor who has provided the system.

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

4.3.2 - Number of Computers

18

File Description	Documents
Upload any additional information	View File
Student – computer ratio	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)

0.62

File Description	Documents
Upload any additional information	View File
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.

Academic facilities:

- There is a specific budget allocation for Academic facilities. The CDC and finally the management give approval for the enhancement and utilization of the academic facilities.
- The institution strictly follows the Shivaji University

Curriculum and Examination System.

- The institution pays attention towards the enrichment of Curriculum by introducing need based short-term courses.

Library:

- There is a Library Advisory Committee which meets regularly. Advisory Committee reports the Hon. Principal regarding purchasing the new books and the other library facilities. As per the budget allocation, the expenditure is spent on the library facilities.
- The library software is maintained through the outsourcing agency.

Computer Lab:

- A review of all the equipment is taken by the CDC and the management, and decisions are taken regarding the purchase of new equipment and writing off the out of older material.
- The maintenance of lab is carried out through the outsourcing.

Classrooms:

- Classrooms, water tanks, proper garbage disposal is done by peons regularly.
- Damaged desks, black boards are repaired and if necessary are replaced by new ones.
- etc. are done by college peons.

Sports Facilities:

- The maintenance of sports facilities / sports equipment is done annually on the recommendations of the Gymkhana Committee.

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

45

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

0

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

E. none of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

149

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

149

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

C. Any 2 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

10

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

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

5.2.2.1 - Number of outgoing student progression to higher education

09

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

0

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

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

00

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

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

- The institution incorporates the students' participation in different administrative, co-curricular and extra-curricular committees formed at the institution level. It includes the committees such as the cultural committee, campus enrichment committee, youth festival committee, the NSS committee, gymkhana committee, the Orchid Nature Club.
- At the time of the special NSS camp, the students are given the maximum freedom to conduct the various activities chalked out by the committee.
- The institution organizes different workshops and seminars.

The students are involved in the subcommittees formed for the execution of these activities.

- The institution observes the birth-death anniversaries of the national leaders, celebrates the national days. In such activities, the students have been given ample of opportunity to participate actively.
- Students' participation in different activities helps to promote the value-based education for inculcating social responsibility and good citizenry amongst its students community.

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

04

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 institution has a registered Alumni Association (Registration No. Maha/27416/Ko, dated 14/07/2010). There are nine members in the executive body of the association. The meeting of the executive body takes place once in a year. The Principal, IQAC

coordinator, and other senior teachers are invited to the meeting. The date of the annual meet of the alumni of the institution is finalised in the meeting. The responsibility of the annual meet is shouldered by all the responsibility of organising the annual meet was shouldered by the executive body. In the annual meet, the association is informed about the developments in the institution. The alumni give their inputs for the overall development of the institution. The alumni are requested to submit their feedback forms pertaining to curriculum. The minutes of the meetings are maintained by the concerned committee.

File Description	Documents
Paste link for additional information	http://www.radhanagaricollege.ac.in/Certificate/RegistrationCertificate.pdf
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

To pursue the vision and mission statements of the institution, there is a proper coordination between the management and the institution. It is through the College Development Committee (CDC) and the IQAC, the management is informed about the developments of the institution. The CDC and the IQAC evolve the strategies for the overall development of the institution after consulting the management.

A great care is taken to incorporate each and every stakeholder in building the organizational culture. Next to the CDC and the IQAC, there are statutory committees to look into the functioning as proposed by the affiliating university. The committees are formed as per the guidelines of the statutes of the affiliating university and due weightage is given to teachers and the support staff in

these committees. Next to the statutory committees, there are other committees formed by the institution for the day today working which includes committees where students too have given the representation.

File Description	Documents
Paste link for additional information	http://www.radhanagaricollege.ac.in/MissionVission.aspx
Upload any additional information	View File

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

- At the apex level, there is a Management Council which plays crucial role in pursuing the vision of the institution.
- Next to the Management Council, there is a College Development Committee (CDC). It looks after the activities such as creation of new teaching and administrative posts, approval of financial statements, review of value-added courses, encouragement to research culture and extension activities, etc.
- Along with the CDC, there is the Internal Quality Assurance Cell (IQAC). IQAC looks into the issues such as feedback analysis, result analysis, participation in AISHE and the state government's Management Information System, updating the website, and submission of the annual reports to the NAAC, Bangalore.
- Next to CDC and IQAC, there are the statutory committees such as Library Advisory Committee, Purchase Committee, Students' Council, etc.
- In CDC and IQAC as per the guidelines due weightage is given to the teachers and the administrative staff.
- For day-today functioning, there are some other committees such as admission committee, Academic Calendar and Time Table Committee, Lead College Workshop committee, Cultural Committee, NSS Committee, Orchid Nature Club, Website Development Committee, etc. In these committees, along with the teachers and administrative staff, students too have given the representation.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

As per the Perspective Plan, under the head "Teaching - Learning and Evaluation", it was decided to run the existing mentor system of the institution very meticulously. After consulting the IQAC, the Mentor Committee of the institution designed the forms. A care is taken to incorporate as many personal and academic details of the student as possible in the forms. Once the admission procedure is over, the Mentor Committee allots the first-year students to the mentors. The same students are carried forward to their mentors in the consecutive years. The students are asked to submit the printed forms. Mentors verify the details in the forms. The functioning of the Mentor System in the institution is communicated to the students at the time of the Welcome ceremony. Students consult their mentors time to time for their problems related to on and off the campus issues. The mentors track their academic record consistently until the students have their admission in the college. At the end of the academic year, every teacher submits the report to the Mentor Committee, and the Mentor committee submits the cumulative report to the IQAC. The master copy of the Mentor-Mentee is maintained by the Mentor committee.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.radhanagaricollege.ac.in/Documents/Perspective%20Plan.pdf
Upload any additional information	View File

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

- At the apex level, there is Shri Radhanagari Taluka Shikshan Prasarak Mandal, Radhanagari. It is the final authority in

decision making. Keeping in mind, the vision-mission statement of the institution, the management looks into the issues such as the introduction of new programmes, recruitment procedures and infrastructure developments.

- Next to the management, there is the College Development Committee (CDC) and the Internal Quality Assurance Cell (IQAC). Both are the statutory committees and are duly formed as per the guidelines of the affiliating universities. The bodies meet regularly, and the minutes of the meetings are maintained.
- The RTI officer is appointed by the institution, and has displayed the details and the declaration the institution website under Section 4 (1) (b) of the RTI Act 2005.
- For day-today working, there are various committees. Wherever possible, due weightage is given to students in these committees. These committees are:
 - Library Committee
 - Gymkhana/Discipline Committee
 - Internal Complaints Committee
 - Anti Ragging Cell
 - Sachetana Samitee/Mentor Committee
 - Special Standing Cell
 - Planning Board for UGC Proposals
 - NSS/Campus and Infrastructure Enrichment Committee
 - Alumni Association/Parent Teacher Association
 - Research Committee
 - Cultural Committee
 - Admission Committee
 - Academic Calendar and Time Table Committee
 - Examination Committee
 - Orchid Nature Club
 - Lead College Committee, etc.

File Description	Documents
Paste link for additional information	http://www.radhanagaricollege.ac.in/RTI/Declaration.pdf
Link to Organogram of the Institution webpage	http://www.radhanagaricollege.ac.in/NAAC/SRDOC/Organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in A. All of the above

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

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	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

1) The Facilities provided by Government of Maharashtra:

- **Salary Grant:** The pay fixation of all the approved teachers is done by Joint Director, Higher Education, Maharashtra State and accordingly the salary grant is provided to the college.
- The Joint Director also considers promotional benefits to the teaching and non-teaching staff.
- In addition to this, annual increments are granted and medical reimbursement facility is provided to them.

2) University Grants Commission (UGC):

- The pay structure of college teachers is revised from time to time as per the guidelines of UGC.
- Teachers are permitted to attend Refresher Courses, Short Term Courses organised by UGC.

3) Shivaji University Kolhapur:

- Since the college is affiliated to Shivaji University, Kolhapur the university level benefits are extended to the teachers, e.g., Selection of Teachers, Placement of Teachers, Participation of Teachers in various Authorities and Bodies like Board of Studies Selection Committee and others.

4) Management:

- Various types of leaves like causal leave, duty leave, and medical leave are sanctioned by the Management and the Principal.
- Placement proposals of teachers are forwarded to the affiliating university and Government for further consideration.
- Consent is given to individual employer for drawing loans for various purposes.

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

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

00

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

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

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

02

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	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance Appraisal For Teachers:

There is prescribed appraisal system named as Performance Based Appraisal System (PBAS) -which is prescribed by the University

Grants Commission, New Delhi. Under this system the Annual Performance Indicators (API) score is calculated annually and submitted to the Principal through concerned Head of the Department.

The HoDs and the IQAC coordinator verify the claims made by teachers on the basis of the documents submitted by the teachers. The principal allots marks and grades to the teachers with his own remarks. These PBAS forms are finally considered as important document for the promotion of the teachers under Career Advancement Scheme.

As per the 7th Pay guidelines of UGC and the Govt. of Maharashtra, since the academic year 2020-21, the API forms are substituted by Annual Self-Appraisal Reports (ASARs). The forms are prepared as per the guidelines of the affiliating university.

Performance Appraisal Of Non-Teaching Staff:

The performance of the non-teaching staff is made by collecting information from non-teaching employees in a format provided by the Government of Maharashtra.

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 Management is registered under Charity Commissioner Kolhapur and the college is registered under Government of Maharashtra Higher and Technical Education and Shivaji University Kolhapur and as per their regulations it is mandatory to conduct Internal and External Financial Audit of the Institution annually.

1. Internal Audit :

The internal audit of the college is conducted by the Government

Recognised Auditor appointed by the Management. For the last five years of assessment period the following Chartered Accountant was appointed:

Sambhaji M. Aswale (Membership No. 165610)

This audit is conducted on the basis of receipts and payments made by the college during financial year that is 1 April to 31 March every year. This audit is done on the basis of all receipts and payment vouchers, bank transactions, statement of accounts, Cash Book and Ledger entries.

II. External Audit:

The external audit of the college is conducted by the Joint Director Higher and Technical Education, Kolhapur and subsequently by the Accountant General State of Maharashtra. During the assessment year, no external audit was conducted by the Joint Director.

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

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

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

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

Sources of funds:

- Salary grants from the Government of Maharashtra
- General Development Grants, additional assistance and financial assistance for different schemes from UGC
- Funds from the management i.e. Shri Radhanagari Taluka Shikshan Prasarak Mandal, Radhanagari (SRTSPM)
- Financial assistance received under SC/ST/OBC and EBC scholarship schemes from government
- Merit scholarship funds as received from the affiliating university
- Financial assistance received from the cluster college under the affiliating university's Lead College Scheme to conduct seminars and workshops
- Fees received from students under different heads

The optimal utilization of resources:

- Board of Directors of SRTSPM is a governing body. SRTSPM has well formulated strategies for financial and infrastructural policy of the college. It ensures effective and efficient use of financial resources and set up a proper auditing mechanism.
- Financial assistance received under UGC schemes has been utilized as per guidelines of UGC and utilization certificates are submitted and NOCs are sought.
- Fees received from students are utilised as per the allotted heads and are properly audited. Library facilities, sports facilities, cultural facilities and extension activities are strengthened by providing adequate funds.
- The IT infrastructure is enhanced so as to encourage ICT enabled teaching-learning.
- Physical and Academic facilities are augmented for students.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

- As per the guidelines of the government of Maharashtra and the affiliating university, due to the pandemic situation, the physical classes remained closed from June 2020 to January 2021. The institution conducted the online classes supplemented with the use of ICT (which includes the dedicated blog for e-resources, YouTube channel and social media platforms such as Whats App and Telegram channel). The IQAC played a vital role in recommending the use of ICT for teaching-learning process during the pandemic period.
- The HEI submitted its AQAR for the academic year 2019 - 20 to the NAAC, Bangalore.
- As per the recommendations of the IQAC, the HEI conducted one webinar (Date: 24/10/2020, topic: Consumerism and Financial Literacy in the midst of COVID 19).
- Despite of the pandemic situation, with the help of selected students the HEI conducted the extension and cultural activities by observing the norms of COVID and social distancing.
- The semester I exams for BA/BCom programmes were conducted online (08/05/2021 - 15/05/2021).

File Description	Documents
Paste link for additional information	https://radhanagaricollegenews.blogspot.com/2021/02/blog-post_39.html
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC reviews the teaching learning processes, structures and methodologies of operations and learning outcomes at periodic intervals as per academic calendar and perspective plan. The IQAC has given emphasis on learner centric approach regarding teaching-learning and has designed the policy to assess and evaluate it regularly. Accordingly, it supported and guided the faculty during last few years. Teaching, Learning activities are improvised and modified after taking the review, suggestions from stakeholders. The suggestions are implemented as per the changing needs. The IQAC has designed core values such as:

- Serving the cause of social justice, ensuring equity and increasing access to higher education
- Skill development of students
- Inculcating a value system among students
- Quest for excellence
- Promotion to research and scientific temperament

To achieve the learning outcomes, the IQAC periodically reviews teaching learning process and suggests gradual and regular expansion, upgradation and addition of the requisite IT support, equipment and infrastructure.

File Description	Documents
Paste link for additional information	http://www.radhanagaricollege.ac.in/1.%20Minutes/2020-21Meeting02.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality 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	http://www.radhanagaricollege.ac.in/1.%20Minutes/2020-21Meeting02.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

- Many of the students come to the institution from neighboring villages, for which they need to cross a distance of 5-10 kms by bus. The institution has taken care to talk with the state transport to arrange the buses on these routes regularly.
- As per the guidelines of the Supreme Court in connection with the Vishakha Judgment and the guidelines of the affiliating university, the Internal Complaint Committee is established in the institution.
- There is a complaint box installed by the ICC. The students who face the issues related to sexual harassment may submit a complaint through the complaint box.
- There is a Ladies' Common Room with clean toilet and ample of water. The room and the toilet are cleaned on a regular basis.
- There is an established mentor system in the institution. The students feel free to share their personal issues, issues on the campus with their concerned mentors. Similarly, the mentors motivate the mentees, particularly, the girl students in different co-curricular and extension activities taking place on and off the campus.
- There are five CCTV cameras installed on the campus for safety and security of students on the campus.

File Description	Documents
Annual gender sensitization action plan	http://www.radhanagaricollege.ac.in/Documents/Annual%20Gender%20Sensitizing%20Programme.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	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/

D. Any 1 of the above

power efficient equipment

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

- **Solid waste management:** There are two large size dust bins are kept on the campus. The dust bins are as per the colour code (Green for wet garbage; blue for dry wastage material). There is a compost pit constructed by the institution. It is used for the wet garbage. Similarly, there is a vermicompost pit available on the campus. It is also used for the solid waste management. For the dry wastage material, there comes a "kachara gadi" of the Gram Panchayat.
- **Liquid waste management:** For the liquid waste management, there are two safety tanks connected to the WC blocks. Similarly, there is a soak pit which is connected to the urinals on the campus.
- **E-waste management:** The electronic waste is handed over to the local vendor. The local vendor is asked to submit an undertaking declaring that he/she will follow the guidelines of Electronics and Information Technology Ministry, Govt. of India and will take precautions to ensure that he/she will not violate any norms as far as environment issues are concerned.
- **Waste recycling system:** Liquid waste has been connected to the compost pit. The compost formed through this process is used for the garden on the campus.

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

7.1.4 - Water conservation facilities available A. Any 4 or all of the above

**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**

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:

B. Any 3 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 with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
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

B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

- **Marathi Bhasha Din:** On 27th February the institution observes the Marathi Bhasha Din to commemorate the memories of the noted Marathi writer V. V. Shirwadkar. Students read/recite the poems/extracts from his literary works. The function begins with the inauguration of the wall paper

"Akshar Gandh" and the book-exhibition.

- Hindi Din: Every year on 09th September, the institution observes the Hindi Din/Hindi Pakhawada. Students are involved in the function. A guest is invited for the function. The function begins with the inauguration of the wall paper "Akshar Gandh".
- Wachan Prerana Din: Every year, on 15th October, the birth anniversary of Dr A. P. J. Abdul Kalam is observed as the Wachan Prerana in the institution. Students are recommended to read specific books, and are asked to read aloud the selected passages during the formal function.
- Traditional Day: On 14th January a traditional day is celebrated in the institution. 14th January is celebrated in Maharashtra as the Makar Sankrant. Students are informed about the rules and regulations of the traditional day well in advance. On this day, students come to the institution wearing traditional attire. On this occasion, a formal function is organized which includes a cultural programme.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

- As per the guidelines of the affiliating university, there are two non-credit courses introduced during the assessment period. The titles of the courses are: 1) Democracy, Elections and Good Governance (for BA/BCom Part); 2) Indian Constitution (for BA/BCom Part III).
- Every year, the Independence Day and the Republic Day are celebrated on the campus. All the employees of Shri Radhanagari Taluka Shikshan Prasarak Mandal remain present for the flag hoisting ceremony on this occasion.
- Organization of National Voters' Day: In order to encourage more young voters to take part in the political process, Government of India has decided to celebrate January 25 every year as "National Voters' Day". On this day, a rally is organized by the students through the town.

- **Organization of seminars/webinars on financial literacy and consumer rights:** The institution organizes seminars/webinars on these issues. Experts in the field are invited to the institution to deliver the lecture. In the assessment period, the institution organized the following workshop: "Consumerism and Financial Literacy in the midst of COVID 19" (24/10/2020).

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

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

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

- **Every year, on 26th June, the institution celebrates the birth anniversary of the visionary king HH Rajarshi**

Chatrapati Shahu.

- Every year, on 01st August, the institution celebrates the birth anniversary of Lokshahir Annabhau Sathye.
- Every year, on 15th October, the institution celebrates the birth anniversary of Dr A. P. J. Abdul Kalam. The day is celebrated as "Reading Day".
- Every year, on 12th August, the institution's library celebrates the birth anniversary of Dr S. R. Rangnathan as the National Librarian's Day. A formal function is organized in the library which is followed by the book exhibition.
- Every year, on 05th September, the institution celebrates the birth anniversary of Dr S. Radhakrishnan as the Teachers Day.
- Every year, on 09th February, the institution observes the death anniversary of the founder-president of Shri Radhanagari Taluka Shikshan Prasark Mandal, Radhanagari.
- Every year, on 21st June, the institution celebrates the International Yoga Day. On this occasion, all the teachers participate in the Yoga activity. The activity is concluded with the formal function.
- Every year, on 15th August and 26th January, the institution celebrates the Independence Day and the Republic Day. All the stakeholders of the institution remain present for these functions.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

01:Mentor System

Objectives:

1. To monitor the overall development of a student

Context:

Radhanagari tehsil being located on the outskirts of forest zone, many learners are the first-generation learners. So, it becomes challenging to control the drop-out rate.

Practice:

Once a student is enrolled, he/she is allotted to respective mentor. The mentor records all his/her background in prescribed proforma. The mentor tracks the record of the mentee till the mentee is taking education in the institution.

Evidence of success:

- A greater number of students appear for final exams

Problems encountered and resources required:

It is difficult to convince the parents to continue the education of girl-students.

02:ICT for Teaching –Learning

Objectives:

1. To enrich students' teaching-learning experience through use of e-resources

Context:

Due to pandemic, it was not possible to conduct the physical classes. And, in a remote area like Radhanagari, it was not possible to conduct the online classes.

Practice:

The institution developed its dedicated blog for e-resources. The teachers were asked to design their own e-resources. The e-resources were uploaded on the blog regularly.

Evidence of success:

- Despite the lockdown situation, students' teaching-learning activity was not hampered.

Problems encountered and resources required:

Requirement of smart phone is the major problem.

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

7.3 - Institutional Distinctiveness

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

The institution has its well-defined core values. Institution's one of the core values is "Inculcating a value system among students" through which the institution aspires to inculcate the universal values among students such as equality, solidarity and respect for Nature.

In tune with the aforementioned core value, the Orchid Nature Club of the institution plays a significant role. The Nature Club organises various activities throughout the year. The planning of the activities is reflected in the academic calendar. The experts in the field of environment are invited to guide the students.

At the commencement of the new academic year, the students are appealed to become a member of the club. A precaution is taken to admit new students every time. Since many of the activities are organised in the reserve forest zone itself, the intake capacity of the club is restricted to forty. Tree plantation on the college campus, collecting of plastic debris in the forest zone, study tours, poster presentation, slide show, surveys etc. are the regular activities of the club. Through the nature club, the institution organises different workshops related to environment issues.

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

1. **Academic Calendar:** At the beginning of an academic year, the institution plans its academic calendar. Utmost care is taken while preparing the calendar so that all the different activities related to curriculum delivery are incorporated.
2. **Departmental Calendar:** Every department prepares its separate academic calendar which is in tune with the institution's Annual academic Calendar. It reflects the planning meant for the execution of curricular, co-curricular and extra-curricular activities to be carried out by the concerned departments.
3. **Syllabus:** The syllabus prepared by the affiliating university is displayed on the university website. In the same manner, the syllabus exclusively related to the subjects offered under particular programmes is displayed on HEI website. Similarly, the hard copies of the prescribed syllabus are made available in the institution's library.
4. **Teaching Plans:** Every teacher prepares the individual Annual Teaching Plans at the beginning of every academic year and submits it to the IQAC.
5. **Syllabus Completion Report:** At the end of the academic year, every teacher submits the Syllabus Completion Reports to the IQAC.
6. **Time Table:** There is a separate Time Table Committee which prepares Time Table. The Time Table is prepared taking into account the workload of every teacher.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.radhanagaricollege.ac.in/Academic%20Calendar/2020-21.pdf

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

- The academic calendar is prepared at the beginning of the academic year in consultation with the faculty and the support staff.
- All departments prepare their departmental calendars showing their planning for co-curricular and extracurricular activities as they are reflected in the Academic Calendar.
- Considering the departmental calendars, and the meeting with the heads of the different committees formed, a rough draft is prepared by the Academic Calendar Committee.
- All the co-curricular and extracurricular activities are carried out taken into account the Academic Calendar.
- Besides the regular university exams, the institution conducts the internal exams and the surprise tests.
- Before the actual internal exams, the Exam Committee prepares the Time Table for it. It is prepared well in advance, so that students should get sufficient time for preparation.
- For Surprise Tests, there is no specific schedule. So it is not reflected in the academic calendar. Teachers conduct these tests during their lectures. At the end of the academic year, Surprise Test Reports are submitted by the concerned teachers to the Exam Committee.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://www.radhanagaricollege.ac.in/Academic%20Calendar/2020-21.pdf

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

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

6

File Description	Documents
Any additional information	View File
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)

0

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

0

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

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	View File

1.3 - Curriculum Enrichment

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

- The syllabi designed by the Board of Studies of the affiliating university takes utmost care to incorporate the issues related to professional ethics, gender equality, human values, environment and sustainability, etc.
- As per the orders of the Supreme Court, the affiliating university has made the Environmental Studies course compulsory for the part II students.
- For part I students, there is a compulsory non-credit course entitled "Election, Democracy and Good Governance" which deals with the issues of citizenship, rights and duties, and other civic responsibilities.
- For part I students, there is one more compulsory non-credit course entitled "Yoga and Physical Management" which deals with the issues like health and stress management.
- For part III students, there is a compulsory non-credit course entitled "Constitution of India".
- All the departments in the institution have identified the cross cutting issues as reflected in the concerned curriculum prescribed by the affiliating university.
- Observation of birth and death anniversaries of national personalities, celebration of Independence Day, Republic Day, Traditional Day, organization of different workshops, etc. are some of the prominent activities of the institution for gender sensitization and inculcation of human values.

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

28

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

180

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	
720	
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

56

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

2.2 - Catering to Student Diversity

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

The learners who have secured less than 45% in the previous exam are identified as slow learners. The learners who have secured more than 60% marks are identified as advanced learners. The list of slow and advanced learners is communicated to the central library and IQAC by the concerned department.

- Open access in Library: The librarian is informed about the advanced learners. These learners are provided open access in the library. The concerned teachers recommend the learners a list of reference books and journals for further reading.
- Deputation to attend workshops related to the curriculum: The concerned departments depute the students to attend the workshops organised in the neighbouring colleges.
- Advanced learners are motivated to solve the previous question papers.
- For slow learners as well as advanced learners guest lectures are organised frequently in the institution.
- Continuous internal evaluation: Since the academic year 2015 - 16, the institution is conducting the CIE exams.
- Surprise tests: Every department conducts a surprise test on specific topics.
- Study tours: Assuming that the learners will understand the syllabus effectively through experiential learning, the departments organise field trips and study tours regularly.
- E-resources are provided for advanced learners through the website of the institution.

File Description	Documents
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
385	11

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

For enhancing the learning experiences, the institution has adopted multiple student centric methods. They are as follows:

- **Project works:** For students, during the Semester VI, there is a project work for internal evaluation. For these projects, the teachers recommend the projects which are in tune with the prescribed syllabus. Similarly, there is a project work for B. A./B. Com. Part II students for the course of the Environmental Studies.
- **Seminar presentations:** For B. A./B. Com. Part III students, during the Semester V, there is a seminar presentation for internal evaluation. The schedule for the presentation is conveyed to the students. Well prepared students deliver their presentations.
- **Organization of Study Tours:** For experiential learning, the departments organize study tours every year. Through these study tours, the students are exposed to the real life experiences.
- **Field Work:** The Sociology students are assigned the field work where they visit settlements of nomads and make a survey of their way of living.
- **Wall Paper:** As stated in the Academic Calendar of the institution, the respective departments publish their

wallpapers. Every department submits its annual wallpaper report to the IQAC.

- Teachers' Day: Every year, the institution celebrates the Teachers' Day. The students are motivated to perform the roles of teachers.

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

- There are three classrooms enabled with LCD projectors. Similarly, there is one LCD projector in the seminar hall.
- The teachers deliver the lectures using power point presentations. The YouTube videos related to the curriculum are screened in the classrooms. Every department is allotted a specific time slot to use these classrooms. The arrangement is also reflected in the institution's academic calendar. At the end of the academic year, the teachers submit the ICT use reports to the IQAC.
- Some important power point presentations are uploaded on the institution's website.
- Some important video links are shared on the institution's website.
- There is a special button of e-resources on the institution's website. The details of the resources are communicated to the students through the college Telegram channel.
- As the number of students is limited in Part III classrooms, the teachers make use of the personal laptops.
- In a computer lab, there are 13 computers. These computers are also used for sharing of study material and syllabus.
- There is a dedicated YouTube channel run by the college. Along with the videos related to the extra-curricular activities/extension activities, the lectures delivered by the teachers are uploaded on this channel.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://naacrmr.blogspot.com/

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

11

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

11

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

5

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

343

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.

- For the final evaluation, for part III students there is internal assessment (40 marks theory + 10 marks internal assessment) for semester V and semester VI. For semester V, the internal assessment, there are seminar presentations. For semester VI assessment, there is a project work.
- The guidelines of seminar presentations and project work submissions are conveyed to students well in advance.
- The schedule of seminar presentations and project work submissions is displayed on the Notice Board.
- Since the academic year 2015-16, the institution has introduced the CIEs (Continuous Internal Evaluations).
- The students are informed about the nature of CIEs during the welcome ceremony which is organized at the commencement of the new academic year.
- The tentative schedule of the CIEs is reflected in the

institution's academic calendar which is displayed on the notice board and the institution's website as well.

- The final schedule of the CIEs is displayed on the notice board before the commencement of the CIEs.
- Besides the CIEs, every department conducts the Surprise Tests. The surprise tests are based on the particular units. At the end of the academic year, every department submits annual report of the conducted surprise tests to the IQAC.

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

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

- In order to address examination related grievances, there is a two-level mechanism:

I) Central Mechanism at University Level

All semester examinations are centrally conducted by Shivaji University, Kolhapur. The BoE, Shivaji University Kolhapur has worked out an elaborate mechanism to deal with students' grievances.

II) Evaluation Grievances at college level

A) Pre-Exam:

Semester I and II examinations are conducted by the institution and the assessment work is also done by the faculty of the institution. The grievances regarding these examinations are addressed by the institution. e.g. The grievances related to Hall Tickets, wrong entry of courses, wrong entry of students' names, wrong entry of exam centers etc.

B) During Exam:

Some students find their seat numbers missing in examination hall, some arrive late, some fail to carry Hall Tickets and Identity Cards with them, some face health issues - these issues are resolved by the Principal, Senior Supervisors.

Sometimes students expect better seating arrangements, and some physically challenged students have their own requirements, these issues are resolved immediately.

C) Post-Exam:

After the University results are declared, the statements of marks are provided to students and if there are any grievances by the students, they are forwarded to the University.

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

2.6 - Student Performance and Learning Outcomes

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

The institution has defined its Programme Outcomes and Course Outcomes. Teachers and students are well aware of the POs and Cos. The POs and Cos are displayed on the institution's website. Similarly, the hard copies of POs and Cos are maintained in the institution's library.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

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

- The institution believes that evaluation of the attainment of programme outcome is a key to assure the quality enhancement. So the institution has worked out the methodologies to check the attainment of Programme Outcomes and Course Outcomes. They are as follows:

1) Feedback System and Students Satisfaction Survey

The feedback from the following stake holders is generated annually :

i) Students, ii) Parents (up to 2016), iii) Employers, iv) Alumni, v) Teachers.

The feedback is mainly concerned with the curriculum details. The feedback analysis and Students Satisfaction Survey help in understanding the attainment of Programme Outcomes.

2) Result Analysis:

Every year after the semester exam results are declared, the HOD's conduct departmental meetings in which the result analysis is worked out on the following lines.-

Total Students appeared, pass and fail percentage, distinction, first class etc.

The practice of result analysis helps in understanding the attainment of Programme and Course Outcomes.

File Description	Documents
Upload any additional information	View File
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

79

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://www.radhanagaricollege.ac.in/Certificate/SSS%20Report_2020-21.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 departments having Research projects funded by government and non government agencies during the year**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

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

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

01

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

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

5

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

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

0

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

3.3 - Extension Activities

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

1. National Service Scheme:

The institution has effectively implemented the National Service Scheme. The annual NSS activities comprises of a week-long NSS special camp, which includes the activities such as campus cleanliness, channelizing water supply system, and bringing social awareness among the villagers.

2. Women Empowerment:

The institution conducts the different activities for Empowerment of Women such as Save the Baby Girl Campaign, Speeches on Gender Equality, Counselling of Girl Students through 'Nirbhaya Pathak', a Police Squad. There is a statutory body named Internal Complaints Committee which also plays a vital role in women empowerment.

3. Environment Awareness:

Through Environment Studies projects, students are exposed to the environment issues. The institution organises the workshops related to the reserve forest zone. The Orchid Nature club conducts different activities in creating environment awareness.

4. Health Awareness:

The institution conducts a number of health awareness activities on the campus and off the campus such as International Yoga Day celebration, Yoga workshop, course on 'Yoga and Health Management'.

5. Social Awareness:

The institution conducts a number of social awareness activities on the campus and off the campus e.g. Voters Awareness Rally, National Voters Day Campaign, organization of street plays for voters' awareness.

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

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

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

0

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

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

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

04

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

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

147

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

0

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

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

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

01

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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 institution is located on the outskirts of the famous Radhanagari Wildlife Sanctuary and the natural World Heritage site. The specific location provides pollution free and natural environment.
- The total campus area is 1.61.06 hectare. It has sufficient space for the required infrastructure. The total built up area is 1756.80 sq. m.
- It consists of main building, administrative building, and central library.
- There are 17 classrooms, 01 smart classroom and 01 seminar hall.
- In the administrative building, there is office, the principal cabin, computer lab and IQAC cell.
- In the main building, there are classrooms, seminar hall and the staffroom. Next to the central library, there is a smart classroom.
- Next to the administrative building, there is a ladies common room and washrooms for faculty and boys.
- Next to the main building there is a playground with a jumping pit and double bar.
- From the main entrance to the main building and the administrative building, there is a barrier-free road. The entry of vehicles to the main campus is restricted.
- There is a parking slot for two wheelers and four wheelers near the central library.
- The main building campus including the administrative building is under CCTV surveillance.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.radhanagaricollege.ac.in/Infgallery.aspx

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

Facilities for sports, games:

- Outdoor games: Next to the administrative building, there is a jumping pit and a double bar.
- Every year, the International Yoga Day is celebrated. The event takes place in the seminar hall.
- For BA/B.Com. part I students, there is one compulsory non-credit course entitled "Yoga and Physical Management Skill".
- There is a specific Gymkhana Committee formed in the institution. The committee is formed as per the guidelines of the affiliating university statutes. The committee looks into the expenditure and maintenance of sports equipment and facilities. The committee also works for organising different sports events at zonal and inter-zonal levels.

Facilities for cultural activities:

- There are different cultural activities conducted in the institution such as traditional day, rangoli competition, essay competition, annual cultural programme, etc.
- Similarly, students actively participate in activities organized outside the campus particularly at Youth Festivals.. It includes elocution competition, still photography, still painting, group song, short play, street play, etc.
- There is a separate cultural committee to look into the organization of these activities. The committee motivates and guides the students to participate in different cultural activities organized at different places.
- The seminar hall and smart classroom are used to rehearse different cultural activities.

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.

04

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

04

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)

00

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

4.2 - Library as a Learning Resource

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

The institution uses the Library Management Software named Library System Version 3. The software is developed by Biyani Technologies. The software is mainly designed for educational institutes. All useful features for day to day work of any college library are available in this software. It is operational on LAN environment. The administration and day to day work can be carried out through this software more smoothly efficiently and fast with minimum numbers of administrative staff. It is completely a secure system with password protected.

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

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

E. None of the above

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

0.18

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

9

File Description	Documents
Any additional information	View File
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

- There are eighteen computers, four laser printers, one dot-matrix printer and four LCD projectors in the institution.
- All the computers are protected by the antivirus which are updated from time to time. All the computers are supported by the MS OS. The maintenance of computers and LCD projectors is done by the local vendor.
- The irreparable IT facilities are considered as the e-waste which are handed over to the local vendor.
- There is one photocopier machine in the computer lab and its maintenance is done by the distributor who has provided it.
- There is a BSNL Broadband facility with a bandwidth of 2 MBPS.
- Besides the Broadband facility, there is BSNL's optic fibre internet connection with a bandwidth of 100 MBPS. Its LAN facility is available to the office and the principal cabin. The WiFi facility is made available to the faculty and the central library.
- There is an updated website of the institution and its maintenance and the hosting procedure is monitored by the

website developer who has been outsourced by the institution.

- There is a CCTV surveillance system in the institution with 06 cameras and its maintenance is done by the distributor who has provided the system.

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

4.3.2 - Number of Computers

18

File Description	Documents
Upload any additional information	View File
Student – computer ratio	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)

0.62

File Description	Documents
Upload any additional information	View File
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.

Academic facilities:

- There is a specific budget allocation for Academic facilities. The CDC and finally the management give approval for the enhancement and utilization of the academic facilities.
- The institution strictly follows the Shivaji University Curriculum and Examination System.
- The institution pays attention towards the enrichment of Curriculum by introducing need based short-term courses.

Library:

- There is a Library Advisory Committee which meets regularly. Advisory Committee reports the Hon. Principal regarding purchasing the new books and the other library facilities. As per the budget allocation, the expenditure is spent on the library facilities.
- The library software is maintained through the outsourcing agency.

Computer Lab:

- A review of all the equipment is taken by the CDC and the management, and decisions are taken regarding the purchase of new equipment and writing off the out of older material.
- The maintenance of lab is carried out through the outsourcing.

Classrooms:

- Classrooms, water tanks, proper garbage disposal is done by peons regularly.
- Damaged desks, black boards are repaired and if necessary are replaced by new ones.
- etc. are done by college peons.

Sports Facilities:

- The maintenance of sports facilities / sports equipment is done annually on the recommendations of the Gymkhana Committee.

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

45

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

0

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

E. none of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

149

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

149

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

C. Any 2 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

10

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

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

09

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**

0

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

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

00

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

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

- The institution incorporates the students' participation in different administrative, co-curricular and extra-curricular committees formed at the institution level. It includes the committees such as the cultural committee, campus enrichment committee, youth festival committee, the NSS committee, gymkhana committee, the Orchid Nature Club.
- At the time of the special NSS camp, the students are given the maximum freedom to conduct the various activities chalked out by the committee.
- The institution organizes different workshops and seminars. The students are involved in the subcommittees formed for the execution of these activities.
- The institution observes the birth-death anniversaries of the national leaders, celebrates the national days. In such activities, the students have been given ample of opportunity to participate actively.
- Students' participation in different activities helps to promote the value-based education for inculcating social responsibility and good citizenry amongst its students community.

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**

04

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 institution has a registered Alumni Association (Registration No. Maha/27416/Ko, dated 14/07/2010). There are nine members in the executive body of the association. The meeting of the executive body takes place once in a year. The Principal, IQAC coordinator, and other senior teachers are invited to the meeting. The date of the annual meet of the alumni of the institution is finalised in the meeting. The responsibility of the annual meet is shouldered by all the responsibility of organising the annual meet was shouldered by the executive body. In the annual meet, the association is informed about the developments in the institution. The alumni give their inputs for the overall development of the institution. The alumni are requested to submit their feedback forms pertaining to curriculum. The minutes of the meetings are maintained by the concerned committee.

File Description	Documents
Paste link for additional information	http://www.radhanagaricollege.ac.in/Certificate/RegistrationCertificate.pdf
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

To pursue the vision and mission statements of the institution, there is a proper coordination between the management and the institution. It is through the College Development Committee (CDC) and the IQAC, the management is informed about the developments of the institution. The CDC and the IQAC evolve the strategies for the overall development of the institution after consulting the management.

A great care is taken to incorporate each and every stakeholder in building the organizational culture. Next to the CDC and the IQAC, there are statutory committees to look into the functioning as proposed by the affiliating university. The committees are formed as per the guidelines of the statutes of the affiliating university and due weightage is given to teachers and the support staff in these committees. Next to the statutory committees, there are other committees formed by the institution for the day today working which includes committees where students too have given the representation.

File Description	Documents
Paste link for additional information	http://www.radhanagaricollege.ac.in/MissionVission.aspx
Upload any additional information	View File

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

- At the apex level, there is a Management Council which plays crucial role in pursuing the vision of the institution.
- Next to the Management Council, there is a College Development Committee (CDC). It looks after the activities such as creation of new teaching and administrative posts, approval of financial statements, review of value-added courses, encouragement to research culture and extension activities, etc.
- Along with the CDC, there is the Internal Quality Assurance Cell (IQAC). IQAC looks into the issues such as feedback analysis, result analysis, participation in AISHE and the state government's Management Information System, updating the website, and submission of the annual reports to the NAAC, Bangalore.
- Next to CDC and IQAC, there are the statutory committees such as Library Advisory Committee, Purchase Committee, Students' Council, etc.
- In CDC and IQAC as per the guidelines due weightage is given to the teachers and the administrative staff.
- For day-today functioning, there are some other committees such as admission committee, Academic Calendar and Time Table Committee, Lead College Workshop committee, Cultural Committee, NSS Committee, Orchid Nature Club, Website Development Committee, etc. In these committees, along with the teachers and administrative staff, students too have given the representation.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

As per the Perspective Plan, under the head "Teaching - Learning and Evaluation", it was decided to run the existing mentor system of the institution very meticulously. After consulting the IQAC, the Mentor Committee of the institution designed the forms. A care is taken to incorporate as many personal and academic details of the student as possible in the forms. Once the admission procedure is over, the Mentor Committee allots the first-year students to the mentors. The same students are carried forward to their mentors in the consecutive years. The students are asked to submit the printed forms. Mentors verify the details in the forms. The functioning of the Mentor System in the institution is communicated to the students at the time of the Welcome ceremony. Students consult their mentors time to time for their problems related to on and off the campus issues. The mentors track their academic record consistently until the students have their admission in the college. At the end of the academic year, every teacher submits the report to the Mentor Committee, and the Mentor committee submits the cumulative report to the IQAC. The master copy of the Mentor-Mentee is maintained by the Mentor committee.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.radhanagaricollege.ac.in/Documents/Perspective%20Plan.pdf
Upload any additional information	View File

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

- At the apex level, there is Shri Radhanagari Taluka

Shikshan Prasarak Mandal, Radhanagari. It is the final authority in decision making. Keeping in mind, the vision-mission statement of the institution, the management looks into the issues such as the introduction of new programmes, recruitment procedures and infrastructure developments.

- Next to the management, there is the College Development Committee (CDC) and the Internal Quality Assurance Cell (IQAC). Both are the statutory committees and are duly formed as per the guidelines of the affiliating universities. The bodies meet regularly, and the minutes of the meetings are maintained.
- The RTI officer is appointed by the institution, and has displayed the details and the declaration the institution website under Section 4 (1) (b) of the RTI Act 2005.
- For day-today working, there are various committees. Wherever possible, due weightage is given to students in these committees. These committees are:
 - Library Committee
 - Gymkhana/Discipline Committee
 - Internal Complaints Committee
 - Anti Ragging Cell
 - Sachetana Samitee/Mentor Committee
 - Special Standing Cell
 - Planning Board for UGC Proposals
 - NSS/Campus and Infrastructure Enrichment Committee
 - Alumni Association/Parent Teacher Association
 - Research Committee
 - Cultural Committee
 - Admission Committee
 - Academic Calendar and Time Table Committee
 - Examination Committee
 - Orchid Nature Club
 - Lead College Committee, etc.

File Description	Documents
Paste link for additional information	http://www.radhanagaricollege.ac.in/RTI/Declaration.pdf
Link to Organogram of the Institution webpage	http://www.radhanagaricollege.ac.in/NAAC/SSRDOC/Organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above
File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	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	
<p>1) The Facilities provided by Government of Maharashtra:</p> <ul style="list-style-type: none"> • Salary Grant: The pay fixation of all the approved teachers is done by Joint Director, Higher Education, Maharashtra State and accordingly the salary grant is provided to the college. • The Joint Director also considers promotional benefits to the teaching and non-teaching staff. • In addition to this, annual increments are granted and medical reimbursement facility is provided to them. <p>2) University Grants Commission (UGC):</p> <ul style="list-style-type: none"> • The pay structure of college teachers is revised from time to time as per the guidelines of UGC. • Teachers are permitted to attend Refresher Courses, Short Term Courses organised by UGC. <p>3) Shivaji University Kolhapur:</p> <ul style="list-style-type: none"> • Since the college is affiliated to Shivaji University, Kolhapur the university level benefits are extended to the teachers, e.g., Selection of Teachers, Placement of Teachers, Participation of Teachers in various Authorities and Bodies like Board of Studies Selection 	

Committee and others.

4) Management:

- Various types of leaves like causal leave, duty leave, and medical leave are sanctioned by the Management and the Principal.
- Placement proposals of teachers are forwarded to the affiliating university and Government for further consideration.
- Consent is given to individual employer for drawing loans for various purposes.

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

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

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

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

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

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

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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

02

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	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance Appraisal For Teachers:

There is prescribed appraisal system named as Performance Based

Appraisal System (PBAS) -which is prescribed by the University Grants Commission, New Delhi. Under this system the Annual Performance Indicators (API) score is calculated annually and submitted to the Principal through concerned Head of the Department.

The HoDs and the IQAC coordinator verify the claims made by teachers on the basis of the documents submitted by the teachers. The principal allots marks and grades to the teachers with his own remarks. These PBAS forms are finally considered as important document for the promotion of the teachers under Career Advancement Scheme.

As per the 7th Pay guidelines of UGC and the Govt. of Maharashtra, since the academic year 2020-21, the API forms are substituted by Annual Self-Appraisal Reports (ASARs). The forms are prepared as per the guidelines of the affiliating university.

Performance Appraisal Of Non-Teaching Staff:

The performance of the non-teaching staff is made by collecting information from non-teaching employees in a format provided by the Government of Maharashtra.

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 Management is registered under Charity Commissioner Kolhapur and the college is registered under Government of Maharashtra Higher and Technical Education and Shivaji University Kolhapur and as per their regulations it is mandatory to conduct Internal and External Financial Audit of the Institution annually.

1. Internal Audit :

The internal audit of the college is conducted by the Government Recognised Auditor appointed by the Management. For the last five years of assessment period the following Chartered Accountant was appointed:

Sambhaji M. Aswale (Membership No. 165610)

This audit is conducted on the basis of receipts and payments made by the college during financial year that is 1 April to 31 March every year. This audit is done on the basis of all receipts and payment vouchers, bank transactions, statement of accounts, Cash Book and Ledger entries.

II. External Audit:

The external audit of the college is conducted by the Joint Director Higher and Technical Education, Kolhapur and subsequently by the Accountant General State of Maharashtra. During the assessment year, no external audit was conducted by the Joint Director.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

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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

Sources of funds:

- Salary grants from the Government of Maharashtra
- General Development Grants, additional assistance and financial assistance for different schemes from UGC
- Funds from the management i.e. Shri Radhanagari Taluka Shikshan Prasarak Mandal, Radhanagari (SRTSPM)
- Financial assistance received under SC/ST/OBC and EBC scholarship schemes from government
- Merit scholarship funds as received from the affiliating university
- Financial assistance received from the cluster college under the affiliating university's Lead College Scheme to conduct seminars and workshops
- Fees received from students under different heads

The optimal utilization of resources:

- Board of Directors of SRTSPM is a governing body. SRTSPM has well formulated strategies for financial and infrastructural policy of the college. It ensures effective and efficient use of financial resources and set up a proper auditing mechanism.
- Financial assistance received under UGC schemes has been utilized as per guidelines of UGC and utilization certificates are submitted and NOCs are sought.
- Fees received from students are utilised as per the allotted heads and are properly audited. Library facilities, sports facilities, cultural facilities and extension activities are strengthened by providing adequate funds.
- The IT infrastructure is enhanced so as to encourage ICT enabled teaching-learning.

- Physical and Academic facilities are augmented for students.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

- As per the guidelines of the government of Maharashtra and the affiliating university, due to the pandemic situation, the physical classes remained closed from June 2020 to January 2021. The institution conducted the online classes supplemented with the use of ICT (which includes the dedicated blog for e-resources, YouTube channel and social media platforms such as Whats App and Telegram channel). The IQAC played a vital role in recommending the use of ICT for teaching-learning process during the pandemic period.
- The HEI submitted its AQAR for the academic year 2019 - 20 to the NAAC, Bangalore.
- As per the recommendations of the IQAC, the HEI conducted one webinar (Date: 24/10/2020, topic: Consumerism and Financial Literacy in the midst of COVID 19).
- Despite of the pandemic situation, with the help of selected students the HEI conducted the extension and cultural activities by observing the norms of COVID and social distancing.
- The semester I exams for BA/BCom programmes were conducted online (08/05/2021 - 15/05/2021).

File Description	Documents
Paste link for additional information	https://radhanagaricollegenews.blogspot.com/2021/02/blog-post_39.html
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC reviews the teaching learning processes, structures and methodologies of operations and learning outcomes at periodic intervals as per academic calendar and perspective plan. The IQAC has given emphasis on learner centric approach regarding teaching-learning and has designed the policy to assess and evaluate it regularly. Accordingly, it supported and guided the faculty during last few years. Teaching, Learning activities are improvised and modified after taking the review, suggestions from stakeholders. The suggestions are implemented as per the changing needs. The IQAC has designed core values such as:

- Serving the cause of social justice, ensuring equity and increasing access to higher education
- Skill development of students
- Inculcating a value system among students
- Quest for excellence
- Promotion to research and scientific temperament

To achieve the learning outcomes, the IQAC periodically reviews teaching learning process and suggests gradual and regular expansion, upgradation and addition of the requisite IT support, equipment and infrastructure.

File Description	Documents
Paste link for additional information	http://www.radhanagaricollege.ac.in/1.%20Minutes/2020-21Meeting02.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality 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	http://www.radhanagaricollege.ac.in/1.%20Minutes/2020-21Meeting02.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

- Many of the students come to the institution from neighboring villages, for which they need to cross a distance of 5-10 kms by bus. The institution has taken care to talk with the state transport to arrange the buses on these routes regularly.
- As per the guidelines of the Supreme Court in connection with the Vishakha Judgment and the guidelines of the affiliating university, the Internal Complaint Committee is established in the institution.
- There is a complaint box installed by the ICC. The students who face the issues related to sexual harassment may submit a complaint through the complaint box.
- There is a Ladies' Common Room with clean toilet and ample of water. The room and the toilet are cleaned on a regular basis.
- There is an established mentor system in the institution. The students feel free to share their personal issues, issues on the campus with their concerned mentors. Similarly, the mentors motivate the mentees, particularly, the girl students in different co-curricular and extension activities taking place on and off the campus.
- There are five CCTV cameras installed on the campus for safety and security of students on the campus.

File Description	Documents
Annual gender sensitization action plan	http://www.radhanagaricollege.ac.in/Documents/Annual%20Gender%20Sensitizing%20Programme.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	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	D. Any 1 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	<ul style="list-style-type: none"> • Solid waste management: There are two large size dust bins are kept on the campus. The dust bins are as per the colour code (Green for wet garbage; blue for dry wastage material). There is a compost pit constructed by the institution. It is used for the wet garbage. Similarly, there is a vermicompost pit available on the campus. It is also used for the solid waste management. For the dry wastage material, there comes a "kachara gadi" of the Gram Panchayat. • Liquid waste management: For the liquid waste management, there are two safety tanks connected to the WC blocks. Similarly, there is a soak pit which is connected to the urinals on the campus. • E-waste management: The electronic waste is handed over to the local vendor. The local vendor is asked to submit
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an undertaking declaring that he/she will follow the guidelines of Electronics and Information Technology Ministry, Govt. of India and will take precautions to ensure that he/she will not violate any norms as far as environment issues are concerned.

- **Waste recycling system:** Liquid waste has been connected to the compost pit. The compost formed through this process is used for the garden on the campus.

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

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

A. Any 4 or all of the above

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

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
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

B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

- **Marathi Bhasha Din:** On 27th February the institution observes the Marathi Bhasha Din to commemorate the memories of the noted Marathi writer V. V. Shirwadkar. Students read/recite the poems/extracts from his literary works. The function begins with the inauguration of the wall paper "Akshar Gandh" and the book-exhibition.
- **Hindi Din:** Every year on 09th September, the institution observes the Hindi Din/Hindi Pakhawada. Students are involved in the function. A guest is invited for the function. The function begins with the inauguration of the wall paper "Akshar Gandh".
- **Wachan Prerana Din:** Every year, on 15th October, the birth anniversary of Dr A. P. J. Abdul Kalam is observed as the Wachan Prerana in the institution. Students are recommended to read specific books, and are asked to read aloud the selected passages during the formal function.
- **Traditional Day:** On 14th January a traditional day is celebrated in the institution. 14th January is celebrated in Maharashtra as the Makar Sankrant. Students are informed about the rules and regulations of the traditional day well in advance. On this day, students come to the institution wearing traditional attire. On this occasion, a formal function is organized which includes a cultural programme.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

- As per the guidelines of the affiliating university, there are two non-credit courses introduced during the assessment period. The titles of the courses are: 1) Democracy, Elections and Good Governance (for BA/BCom Part); 2) Indian Constitution (for BA/BCom Part III).
- Every year, the Independence Day and the Republic Day are celebrated on the campus. All the employees of Shri Radhanagari Taluka Shikshan Prasarak Mandal remain present for the flag hoisting ceremony on this occasion.
- Organization of National Voters' Day: In order to encourage more young voters to take part in the political process, Government of India has decided to celebrate January 25 every year as "National Voters' Day". On this day, a rally is organized by the students through the town.
- Organization of seminars/webinars on financial literacy and consumer rights: The institution organizes seminars/webinars on these issues. Experts in the field are invited to the institution to deliver the lecture. In the assessment period, the institution organized the following workshop: "Consumerism and Financial Literacy in the midst of COVID 19" (24/10/2020).

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this

B. Any 3 of the above

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

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

- Every year, on 26th June, the institution celebrates the birth anniversary of the visionary king HH Rajarshi Chatrapati Shahu.
- Every year, on 01st August, the institution celebrates the birth anniversary of Lokshahir Annabhau Sathye.
- Every year, on 15th October, the institution celebrates the birth anniversary of Dr A. P. J. Abdul Kalam. The day is celebrated as "Reading Day".
- Every year, on 12th August, the institution's library celebrates the birth anniversary of Dr S. R. Rangnathan as the National Librarian's Day. A formal function is organized in the library which is followed by the book exhibition.
- Every year, on 05th September, the institution celebrates the birth anniversary of Dr S. Radhakrishnan as the Teachers Day.
- Every year, on 09th February, the institution observes the death anniversary of the founder-president of Shri Radhanagari Taluka Shikshan Prasark Mandal, Radhanagari.
- Every year, on 21st June, the institution celebrates the International Yoga Day. On this occasion, all the

teachers participate in the Yoga activity. The activity is concluded with the formal function.

- Every year, on 15th August and 26th January, the institution celebrates the Independence Day and the Republic Day. All the stakeholders of the institution remain present for these functions.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

01:Mentor System

Objectives:

1. To monitor the overall development of a student

Context:

Radhanagari tehsil being located on the outskirts of forest zone, many learners are the first-generation learners. So, it becomes challenging to control the drop-out rate.

Practice:

Once a student is enrolled, he/she is allotted to respective mentor. The mentor records all his/her background in prescribed proforma. The mentor tracks the record of the mentee till the mentee is taking education in the institution.

Evidence of success:

- A greater number of students appear for final exams

Problems encountered and resources required:

It is difficult to convince the parents to continue the education of girl-students.

02:ICT for Teaching –Learning

Objectives:

1. To enrich students' teaching-learning experience through use of e-resources

Context:

Due to pandemic, it was not possible to conduct the physical classes. And, in a remote area like Radhanagari, it was not possible to conduct the online classes.

Practice:

The institution developed its dedicated blog for e-resources. The teachers were asked to design their own e-resources. The e-resources were uploaded on the blog regularly.

Evidence of success:

- Despite the lockdown situation, students' teaching-learning activity was not hampered.

Problems encountered and resources required:

Requirement of smart phone is the major problem.

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

7.3 - Institutional Distinctiveness

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

The institution has its well-defined core values. Institution's one of the core values is "Inculcating a value system among

students" through which the institution aspires to inculcate the universal values among students such as equality, solidarity and respect for Nature.

In tune with the aforementioned core value, the Orchid Nature Club of the institution plays a significant role. The Nature Club organises various activities throughout the year. The planning of the activities is reflected in the academic calendar. The experts in the field of environment are invited to guide the students.

At the commencement of the new academic year, the students are appealed to become a member of the club. A precaution is taken to admit new students every time. Since many of the activities are organised in the reserve forest zone itself, the intake capacity of the club is restricted to forty. Tree plantation on the college campus, collecting of plastic debris in the forest zone, study tours, poster presentation, slide show, surveys etc. are the regular activities of the club. Through the nature club, the institution organises different workshops related to environment issues.

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

- To submit IIQA to NAAC, Bangalore by the end of December 2021
- To submit the SSR to NAAC, Bangalore
- To complete the assessment and accreditation process of NAAC in the coming academic year
- To conduct the academic audit
- To resume the teaching -learning process through off line mode in the post-COVID phase