



## YEARLY STATUS REPORT - 2023-2024

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>NATWARLAL MANIKLAL DALAL COLLEGE OF ARTS AND COMMERCE</b>
• Name of the Head of the institution	<b>Dr. Sharda I. Mahajan</b>	
• Designation	<b>Principal</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>07182252743</b>	
• Mobile no	<b>9822231521</b>	
• Registered e-mail	<b>nmdcaclp@rediffmail.com</b>	
• Alternate e-mail	<b>iqacnmdcgondia@gmail.com</b>	
• Address	<b>Kudwa Road , Gondia</b>	
• City/Town	<b>Gondia</b>	
• State/UT	<b>Maharashtra</b>	
• Pin Code	<b>441614</b>	
<b>2.Institutional status</b>		
• Affiliated /Constituent	<b>Affiliated</b>	
• Type of Institution	<b>Co-education</b>	
• Location	<b>Urban</b>	

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	R.T.M.Nagpur University, Nagpur				
• Name of the IQAC Coordinator	Dr. Shafiulla Khan				
• Phone No.	07182252743				
• Alternate phone No.	07182252634				
• Mobile	9423384212				
• IQAC e-mail address	iqacnmdcgondia@gmail.com				
• Alternate Email address	nmdcac1p@rediffmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://nmdcgondia.org/aqar/">https://nmdcgondia.org/aqar/</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://nmdcgondia.org/academic-calendar/">https://nmdcgondia.org/academic-calendar/</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	76.50	2004	16/02/2004	15/02/2009
Cycle 2	B	2.68	2013	05/01/2013	04/01/2018
Cycle 3	B	2.10	2019	09/09/2019	08/09/2024
<b>6.Date of Establishment of IQAC</b>			28/06/2005		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	Nil	00	00	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of			<a href="#">View File</a>		

IQAC		
<b>9.No. of IQAC meetings held during the year</b>	<b>02</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>1 Organized National Webinar on Intellectual Property Rights in association with Law Department ,N.M.D. College, Gondia. Participated by staff members, Students of the host college and Faculties of other nearby colleges of neighboring states.</p> <p>2.Organized various seminars for students and faculty members.</p> <p>3.Implemented PBAS API format as per the changed guidelines of the parent university in Career Advancement Scheme of teachers for self appraisal and helped the faculties to successfully undergo CAS.</p> <p>4. Upgraded Library by subscribing e-journals and e-books through NLIST programme. 5. Conducted several meetings for the preparation and compliance of AQAR 2023-24, IIQA and SSR to face the NAAC 4th Cycle in the academic session 2024-25.</p>		
<b>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</b>		
Plan of Action	Achievements/Outcomes	
<p>1. To implement the National Education Policy (NEP) 2020 effectively for the 2024-25 academic session, it is essential to ensure that faculty members thoroughly understand</p>	<p>1. The Head of the Institution and the faculties attended webinars and seminars and worked extensively to prepare subjects groups and baskets of major and minor subjects to implement NEP</p>	

the policy's details in line with the parent university's directives. Faculty should be encouraged to remain current in their fields by participating in workshops, orientation courses, refresher courses, seminars, and conferences. These activities will help them update their knowledge and skills. 2.The institution also plans to install solar panels of 50 KW on the southern terrace to promote clean energy. 3.Gathering and analyzing feedback on the curriculum and teaching methods is vital for developing a strategic Plan of Action to improve educational quality. Faculty should receive regular updates on higher education quality parameters to stay informed about the latest standards. 4. To prepare for 2024 NAAC 4th accreditation cycle filling Annual Quality Assurance Report (AQAR) according to new guidelines, complying Institutional Information for Quality Assurance (IIQA), paying the registration fee, and compiling AQARs from the past five years for the Self-Study Report (SSR). 5.Additionally, the Career Counselling Cell will organize career counseling and placement drives to enhance opportunities for rural students. The institution is also working to establish an Alumni Association for financial support and is planning to create a dedicated canteen for N.M.D. College students in the next academic session.

2020 from the session 2024-25. 2. Got the project of Solar Panel installation of 50 KW sanctioned and started working on it. 3. Analyzed the feedback from Students, Teachers and Alumni/ Parents and made decisions and resolutions accordingly. 4.The institutions IIQA and SSR for NAAC 4th cycle have been prepared to submit. 5.Career Counselling Cell organized career counselling and placement drives.

<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>				
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>					
<table border="1"> <thead> <tr> <th data-bbox="86 427 769 490">Name</th> <th data-bbox="774 427 1469 490">Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 497 769 557">CDC</td> <td data-bbox="774 497 1469 557">16/08/2023</td> </tr> </tbody> </table>	Name	Date of meeting(s)	CDC	16/08/2023	
Name	Date of meeting(s)				
CDC	16/08/2023				
<b>14. Whether institutional data submitted to AISHE</b>					
<table border="1"> <thead> <tr> <th data-bbox="86 656 769 719">Year</th> <th data-bbox="774 656 1469 719">Date of Submission</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 725 769 786">2024</td> <td data-bbox="774 725 1469 786">29/02/2024</td> </tr> </tbody> </table>	Year	Date of Submission	2024	29/02/2024	
Year	Date of Submission				
2024	29/02/2024				
<b>15. Multidisciplinary / interdisciplinary</b>					
<p>Natwarlal Maniklal Dalal College of Arts and Commerce, Gondia had its inception in 1958 with traditional undergraduate courses of B.A. and B.com. In due course of time, the college has started LLB, and M.A. in Political Science, Geography, Economics, History, and English. It has also started more skill-based courses like B.B.A. and B.Com. in Computer Application and M.B.A. Considering the demands of multidisciplinary and interdisciplinary courses stressed in NEP 2020, the college has submitted proposals for multiple entries and exit courses like Journalism, Banking Practices, and Skill Development in the academic session 2023-24. So far the college has received permission for the course of Journalism. Students in both arts and commerce fields can pursue these courses. For example, arts and humanities students can pursue a commerce-related course like Banking Practices, and commerce and management students can pursue arts and humanities-related courses like journalism.</p>					
<b>16. Academic bank of credits (ABC):</b>					
<p>Academic Bank of Credits (ABC) is an idea initiated by NEP 2020 which emphasizes on multiple entry and exit courses facilitating a certificate course of One Year, a Diploma of Two Years, and a Degree of Three Years. The students pursuing these courses can drop out after completing One year or Two Years. Whenever they come back to continue their studies, credits are kept in ABC. N.M.D. College, Gondia has submitted a proposal for such multidisciplinary certificates, Diplomas, and Degree Programmes in the academic session -2022-23. The college has received permission to start certificate courses in Journalism from the academic session 2023-24.</p>					

Thus ABC has been formed in the college from the session 2022-23 as per the guidelines of NEP 2020 and the parent university. From the academic session 2023-24 the students are now mandatorily asked to open an account in the Digilocker app to deposit their credits in the app.

#### **17.Skill development:**

Considering the demands of multidisciplinary and interdisciplinary courses stressed in NEP 2020 the college has submitted proposals for multiple entries and exit courses like Journalism, Banking Practices, and Skill Development in the session 2022-23. Students in both the arts and commerce fields can pursue these courses. For example, arts and humanities students can pursue a commerce-related course like Banking. Practices and commerce and management students can pursue arts and humanities-related courses like journalism. These programs will help the students develop skills in multidisciplinary and interdisciplinary fields to improve the employability level of the students. Apart from these, the college runs programs like B.A., B.Com, B.B.A., B. C.C.A., L.L.B., & M.B.A, in which projects, field visits, VIVA-VOCE, MOOT COURTS, etc are conducted for the development of skills of the students

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

The syllabus of all the programs is prepared by various committees of the University comprising representatives of the faculties of respective courses—the faculties of N.M.D. College, Gondia contributes to the formation of the syllabus and tries to integrate the Indian Knowledge System appropriately. The college is also running programs in Marathi, Hindi, and English Medium to imbibe the ethos of Indian Culture and Languages. The M.B.A. program conducted by the college makes it Compulsory for students to Pursue Online Courses on MOOC Platforms. Undergraduate students like B.A., B.Com, B.B.A, B.C.C.A, and L.L.B pursues online courses from the SWAYAM platform.

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

Programs and Course Outcomes for all programs offered by the Institution are stated and displayed on the Website and communicated to teachers and students so that by the end of the program, the students will be able to: Commerce and Management: 1. Understand the basic concepts of commerce, management, accounting & economics. 2. Analyze relationships among commerce, trade industry, services, management, and administration. 3. Perform all accounting activities and can handle the type of business very well. 4. Understand the

application of knowledge of commerce in the business service sector, marketing, finance entrepreneurship development, etc. 5. Develop communication skills and computer awareness and rules of the Income Tax Act. 6. Think about commercial and professional ways or points of view. 7. Self-employment confidence is developed. 8. Understanding legal issues/laws relating to the banking and insurance sector. Humanities: 1. Integrate student's learning across all facets of their lives. 2. Analyse critically and imaginatively. Develop skills in critical analysis and interpretation. 3. Communicate effectively 4. Understand the ethical implications of ideas, communications, and actions 5. Appear in competitive examinations. Law: 1. The Comprehensive Syllabus is aimed towards imparting in-depth subjective and objective knowledge of the discipline to its students. 2. The course with a significant thrust on the Indian Constitution imparts knowledge of the Laws of the Land with Practical applicability in the courts of Law. 3. Students are trained to develop their writing & drafting skills through guided term papers. 4. Students are also able to apply a systematic approach to the acquisition of knowledge, conception, and principles. They also learn to analyze findings from books, journals, and other data. 5. The students are also imparting knowledge through practical exercises like Moot Court and other legal field visits. They are also provided career counseling and other opportunities in the field.

**20.Distance education/online education:**

The M.B.A. Programme Conducted by the college makes it Compulsory for students to Pursue Online Courses on MOOC Platforms. Undergraduate students like B.A., B.Com, B.B.A., B.C.C.A., and L.L.B. pursue online courses from the SWAYAM platform. The college also has a Yashwantarao Chavan Maharashtra Open University study center offering programs like B.A., B. Com, and B. Lib on Distance Learning Mode. Moreover, during Covid19, the institution started providing online notes and video lectures to the students. This practice is continued even after overcoming the pandemic in the session 2022-23 and onwards after resuming offline classes as students find it convenient to study. During the session 2023-24 the faculties provided online lectures to the students to add to the process of teaching-learning.

**Extended Profile**

**1.Programme**

1.1	10
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Number of courses offered by the institution across all programs during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
<b>2.Student</b>		
2.1 Number of students during the year		<b>2657</b>
File Description	Documents	
Institutional Data in Prescribed Format	<a href="#">View File</a>	
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		<b>956</b>
File Description	Documents	
Data Template	<a href="#">View File</a>	
2.3 Number of outgoing/ final year students during the year		<b>539</b>
File Description	Documents	
Data Template	<a href="#">View File</a>	
<b>3.Academic</b>		
3.1 Number of full time teachers during the year		<b>31</b>
File Description	Documents	
Data Template	<a href="#">View File</a>	
3.2 Number of sanctioned posts during the year		<b>38</b>

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	46
4.2 Total expenditure excluding salary during the year (INR in lakhs)	50.93122
4.3 Total number of computers on campus for academic purposes	195

## **Part B**

### **CURRICULAR ASPECTS**

#### **1.1 - Curricular Planning and Implementation**

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

The institution is affiliated with Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur, which designs the curriculum for its various courses. To implement this curriculum effectively, the institution adheres to a uniform academic calendar set by the university. The process to ensure successful curriculum delivery is systematic and well-documented:

- Before the academic year begins, the Internal Quality Assurance Cell (IQAC) prepares the Annual Academic Calendar based on the university's schedule. IQAC holds a meeting at the start of the session to review curricular and extracurricular activities, department-specific plans, and student guidance.
- Teachers provide students with the syllabus for each subject at the start of the academic session. The college's timetable committee then creates a schedule for the semester. Teachers receive diaries to record their teaching plans and other activities, which are monitored online.
- Effective curriculum delivery is supported by a conducive learning environment, excellent teaching methods, remedial

lectures, and regular informal discussions with students. The institution ensures spacious classrooms, well-equipped computers, and Geography labs are available.

- To assess students' understanding, departmental seminars, unit tests, and group discussions are conducted regularly. Additionally, guest lectures are arranged to enhance students' socio-economic, cultural, and environmental awareness.
- Tutorials and remedial classes are provided to assist slow learners, ensuring that all students receive the support they need to succeed.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://nmdcgondia.org/download/All-Syllabus-links-2023-2024_2.pdf">https://nmdcgondia.org/download/All-Syllabus-links-2023-2024_2.pdf</a>

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

The Institute is permanently affiliated with Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur. The academic calendar is a crucial document that outlines key dates, including internal and external semester exams, co-curricular and extra-curricular activities, term end, and vacation periods. This calendar serves as a guide for both teachers and students.

The Internal Quality Assurance Cell (IQAC), under the direction of the Head of the Institution and the College Development Committee (CDC), prepares the institutional academic calendar based on the university's calendar. This calendar is published on the institution's website for easy access by all stakeholders. It details the start date of the academic session, semester duration, internal assessments, tests, and final exams. Notably, it highlights teaching days and scheduled events for the semester, specifying the teaching-learning schedule and continuous internal evaluation.

The examination committee also drafts a tentative schedule for Continuous Internal Evaluation (CIE). Additionally, departments and committees plan academic activities such as seminars, workshops, guest lectures, and cultural programs. Both students and faculty are expected to follow and adhere to the academic calendar, ensuring its effective implementation throughout the academic year.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://nmdcgondia.org/download/Academic-Calendar-23-24.pdf">https://nmdcgondia.org/download/Academic-Calendar-23-24.pdf</a> <a href="https://nmdcgondia.org/download/Academic-Calendar-23-24.pdf">https://nmdcgondia.org/download/Academic-Calendar-23-24.pdf</a>

**1.1.3 - Teachers of the Institution participate in A. All of the above 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**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

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

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

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

01

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

119

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

## 1.3 - Curriculum Enrichment

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

**Gender Equality:** The institution has established a Sexual Harassment Cell to address and monitor cases of sexual exploitation, encouraging victims to speak out. It also organizes programs to enhance menstrual hygiene management and provide legal awareness to women, fostering their leadership skills.

**Environmental Awareness:** The curriculum includes subjects such as Environmental Geography, Natural Disaster Management, and related Geography and Political Science courses to raise environmental consciousness among students. Additionally, the L.L.B. program includes Environmental Law to further emphasize environmental issues.

**Human Rights:** The L.L.B. program extensively covers Human Rights, while other programs also include mandatory and optional courses that address this topic.

**Professional Ethics:** Professional ethics is integrated into all professional courses offered at the institution, including M.B.A., LL.B., BBA, and BCCA. Specifically, the L.L.B. program features a dedicated subject on professional ethics and professional accounting systems.

**Moral and Ethical Values:** Moral and ethical values are taught through compulsory and optional language subjects such as Hindi, Marathi, and English. The prescribed textbooks include lessons on the life stories of saints and societal heroes, helping instill these values in students.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

08

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

536

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

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

**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="https://nmcdgondia.org/download/Action-Taken-Report-23-24.pdf">https://nmcdgondia.org/download/Action-Taken-Report-23-24.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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	<a href="#">View File</a>
URL for feedback report	<a href="https://nmcdgondia.org/download/Feedback-Analysis-23-24.pdf">https://nmcdgondia.org/download/Feedback-Analysis-23-24.pdf</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of students admitted during the year

2657

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

#### 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

2004

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 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

Faculty members use various methods to identify slow and advanced learners, including classroom observations, question-and-answer

sessions, and unit tests. Once students are categorized based on their performance, targeted remedial activities are planned. For slow learners, faculty organize remedial classes to address specific weaknesses and provide guidance. Advanced learners are encouraged to delve into advanced reference materials and engage in enriching activities such as seminars, debate competitions, and preparing PowerPoint presentations. These activities not only enhance their skills but also allow them to showcase their knowledge to peers and faculty.

Student performance in previous semesters is also reviewed to help identify slow and advanced learners. Faculty members motivate students to recognize their areas of weakness and seek assistance to improve their understanding. Notably, some students proactively acknowledge their difficulties and seek help from faculty, demonstrating their commitment to personal growth. This comprehensive approach ensures that all students receive the support they need to succeed and excel in their academic endeavors.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/12epqDznE-btt3917GOrTUB8QcZMcrSS2/view?usp=sharing">https://drive.google.com/file/d/12epqDznE-btt3917GOrTUB8QcZMcrSS2/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
2657	31

File Description	Documents
Any additional information	<a href="#">View File</a>

## 2.3 - Teaching- Learning Process

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

The college emphasizes student-centric methods through experiential learning opportunities such as project work, competitive exams, field visits, surveys, industrial tours, guest lectures, workshops, in-house sessions, land surveys, and mapping activities.

Participative learning is encouraged via role-play, teamwork in NSS

camps, tree plantation drives, Red Cross activities, Swachh Bharat initiatives, and health awareness camps. Additionally, students engage in debates, group work, and question-and-answer sessions to enhance their learning experience.

Problem-solving techniques are incorporated into the curriculum through case studies, analysis and reasoning exercises, discussions, quizzes, and research activities. The college supports student development through various forums, including the Career Counseling Cell, Placement Cell, and departmental clubs. To foster a learner-friendly environment, the college ensures effective academic preparation and syllabus completion. The campus is equipped with Wi-Fi to provide access to e-resources, and notes are distributed and reviewed after each unit.

The classroom setting promotes open discussions and encourages students to share their ideas. Students are informed about upcoming topics in advance to facilitate better preparation. Both the college and departmental libraries offer valuable resources to support students in their academic journey.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://drive.google.com/file/d/13AqSI4ncvJR6FG-jHZXQnbHvtUTUdRE6/view?usp=drive_link">https://drive.google.com/file/d/13AqSI4ncvJR6FG-jHZXQnbHvtUTUdRE6/view?usp=drive_link</a>

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

To stay current with modern teaching methods, teachers have integrated ICT-enabled tools into their teaching practices. They utilize PowerPoint presentations, PDFs of notes, and other e-resources to enhance learning. During the COVID-19 pandemic in 2020 and the subsequent lockdown, teachers adapted by conducting online classes in accordance with guidelines from the parent university and the state government. They organized online classes, webinars, and virtual workshops using platforms such as Zoom, Microsoft Teams, Google Meet, and Webex.

In addition, RTM Nagpur University faculty hosted numerous online lecture series covering the entire syllabus, with different units distributed among various instructors. These lectures were also made available on YouTube for students to access at their convenience.

During the academic sessions of 2020-21 and 2021-22, the extensive use of ICT tools was crucial for maintaining effective teaching and learning amid the pandemic.

Although in-person classes resumed in 2022-23, some ICT-based teaching practices have continued. Students still request online materials, including PDFs of notes and YouTube lecture links, to save time. Consequently, ICT tools remain a part of the teaching strategy for the 2023-24 academic session to support effective learning and accommodate student preferences.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

### 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

55

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

31

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 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

26

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### 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

36

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

The college has implemented significant reforms in its internal assessment evaluation process for both UG and PG courses. The

Continuous Internal Evaluation (CIE) system now incorporates both formal and informal methods. Key reforms adopted include:

- Each semester, the college conducts internal tests modeled after university examinations to familiarize students with the exam pattern. After grading, teachers meet individually with students to provide feedback and suggestions as needed.
- The Choice Based Credit System (CBCS), introduced by the university for PG courses in the academic year 2015-16, follows an 80:20 evaluation pattern, blending end-semester exams with continuous assessment.
- To enhance research skills, PG students are required to complete a research project in the form of a dissertation.
- Internal tests are conducted regularly for both UG and PG students as part of their internal assessment.
- Additional components of internal assessment include internal viva voce, presentations, and attendance, all of which contribute to the final evaluation.

These reforms aim to provide a comprehensive and supportive evaluation framework, promoting both academic excellence and personal development among students.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://drive.google.com/file/d/1n-GZmOWTt1AgzRPuUW7dvTx8WRZfo5_/view?usp=drive_link">https://drive.google.com/file/d/1n-GZmOWTt1AgzRPuUW7dvTx8WRZfo5_/view?usp=drive_link</a>

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

The institute adheres to all norms set by RTM Nagpur University for conducting internal examinations. Strict compliance with the university's guidelines ensures a standardized examination process. To address any issues or concerns, the college has established a

Grievance Cell, where students can submit complaints related to internal examinations. This cell reviews and investigates complaints to ensure fair and justified resolutions.

As of now, the college has not received any complaints concerning internal examinations, reflecting the effectiveness of the existing policies. The grievance policy is clearly defined and ensures transparency and fairness in the examination process. The Grievance Cell, under the supervision of the Principal, meets regularly to review and refine policies on managing and resolving student grievances effectively. This approach demonstrates the college's commitment to maintaining a fair examination environment and addressing any issues that may arise.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://drive.google.com/file/d/1Wn6wq8sDeOMuKKXjN0tkpSyuZyu0lRaA/view?usp=sharing">https://drive.google.com/file/d/1Wn6wq8sDeOMuKKXjN0tkpSyuZyu0lRaA/view?usp=sharing</a>

## 2.6 - Student Performance and Learning Outcomes

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

The college maintains a robust and effective system for communicating both program and course outcomes, focusing on clarity and accessibility. Central to our approach is a commitment to Transparency and Accessibility. We make sure that outcomes are clearly conveyed and readily accessible through various channels, including our official website, notice boards, and social media platforms. This ensures that both students and stakeholders are consistently well-informed.

We also prioritize Dynamic Updates, regularly revising course and program outcomes on our website to reflect any changes from the affiliated university. This practice guarantees that everyone has access to the most current information available.

Proactive Communication plays a crucial role in our strategy. The college administration oversees the timely implementation of updates. Our principal holds regular meetings with Heads of

Departments (HODs), who then disseminate these updates to students through classroom announcements and mentee groups. This system ensures that students are promptly informed of any changes to their coursework or program.

To facilitate Easy Access for Everyone, we have established a dedicated section on our website where all program and course outcomes are consolidated. This centralized resource allows students, prospective students, and other visitors to quickly obtain the information they need.

In summary, our institution is dedicated to ensuring transparency and ease of access in communicating program and course outcomes, keeping all stakeholders well-informed and aligned with educational goals.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://nmdcgondia.org/statement-of-psos-and-cos/">https://nmdcgondia.org/statement-of-psos-and-cos/</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The institution offers eight distinct programs as part of its community college curriculum. A crucial aspect of its educational approach is the ongoing evaluation of the teaching-learning process, which is overseen by the Internal Quality Assurance Cell (IQAC). The IQAC sets clear program learning outcomes in advance, which are integral to guiding and shaping the teaching and learning activities within the college.

To assess the achievement of these outcomes, the college systematically evaluates program outcomes, program-specific outcomes, and course outcomes. This evaluation process includes conducting final exams for each program, specifically designed to reflect the stated learning outcomes. Each department is responsible for creating exam questions that align with these predetermined outcomes, ensuring that the assessments accurately measure students'

mastery of the subject matter.

After exams are administered, the answer scripts are evaluated to determine how well students have met the expected outcomes. The results are then analyzed using statistical methods to provide a comprehensive overview of the effectiveness of the teaching-learning process. This analysis helps the college to identify both its strengths and areas needing improvement. If any specific shortcomings are detected, the college implements targeted corrective actions to address these gaps, thereby continually enhancing its educational practices and outcomes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://nmdcgondia.org/statement-of-psos-and-cos/">https://nmdcgondia.org/statement-of-psos-and-cos/</a>

### 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

539

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://nmdcgondia.org/download/Annual-Report-2023-24.pdf">https://nmdcgondia.org/download/Annual-Report-2023-24.pdf</a>

### 2.7 - Student Satisfaction Survey

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

[https://nmdcgondia.org/download/SSR-2023-24\\_final.pdf](https://nmdcgondia.org/download/SSR-2023-24_final.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)

00

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

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

##### 3.1.2.1 - Number of teachers recognized as research guides

12

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	Nil

### 3.2 - Innovation Ecosystem

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

N.M.D. College of Arts and Commerce, Gondia, is affiliated with Rashtrasant Tukdoji Maharaj Nagpur University and adheres to the academic curriculum prescribed by the university. Despite this structured framework, the college is committed to fostering an innovative learning environment by continuously enhancing its teaching methods. During the lockdown period, the faculty adapted to the situation by not only holding online classes but also by making their lectures available on YouTube. This allowed students to access the content at their convenience, facilitating a more flexible learning experience.

The college actively supports and encourages faculty members who develop creative teaching strategies. These innovative approaches are shared with other staff members to promote the exchange of effective teaching practices. Starting from the academic session of 2022-23, the institution resumed in-person classes, but it retained some of the successful online practices from the lockdown period. For instance, faculty continued to distribute PDFs of study materials to save time and also recommended that students view YouTube lectures on specific chapters even during the academic session 2023-24. This blend of traditional and modern methods has helped the college build a dynamic ecosystem for innovation, knowledge creation, and effective knowledge transfer, ensuring that the educational experience remains engaging and up-to-date.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://nmdcgondia.org/e-resources/">https://nmdcgondia.org/e-resources/</a>

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

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

01

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

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

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

2

File Description	Documents
URL to the research page on HEI website	<a href="https://nmdcgondia.org/research-work/">https://nmdcgondia.org/research-work/</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

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

22

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

10

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

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

Extension activities at the college are actively managed by various units, including the National Service Scheme (NSS), the National Cadet Corps (NCC), and the Life-Long Learning and Extension Department (LLL&ED). These units play a crucial role in the college's commitment to community service and student development.

The NSS and NCC students engage in a range of programs such as tree plantation drives, cleanliness campaigns, and vaccination drives. One of the key initiatives of the NSS unit involves adopting a nearby village, where students regularly visit and conduct a ten-day Special Camp. During these visits, the NSS volunteers perform comprehensive surveys of the village, visiting every household to identify and assess local issues, which may include social, medical, and economic problems. The NSS unit then works to address these issues by leveraging government schemes and resources aimed at improving the villagers' quality of life.

Additionally, the NCC unit organizes Traffic Safety Week, focusing on educating the local community about road safety and traffic

regulations. Through these initiatives, the college effectively engages in neighborhood outreach programs and raises awareness of social issues, thereby contributing to the holistic development of students. The combined efforts of NSS, NCC, LLL&ED, and various cultural and academic activities reflect the institution's dedication to fostering social responsibility and community engagement among its students.

File Description	Documents
Paste link for additional information	<a href="https://nmdcgondia.org/download/Extention-Activity-23-24.pdf">https://nmdcgondia.org/download/Extention-Activity-23-24.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

05

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

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

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

06

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

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

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

351

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

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

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

31

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

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

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

07

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The College Development Committee (CDC) plays a crucial role in overseeing the development and maintenance of the college's infrastructure and equipment. As a central body within the institution, the CDC is responsible for making decisions that impact both academic and support facilities. The committee is composed of a diverse group of members, including representatives from the management, teaching staff, non-teaching staff, and notable individuals from various sectors such as education, research, industry, and social service. In accordance with institutional norms, a student council representative is also included in the CDC.

The CDC convenes at least twice annually. The first meeting, held at the beginning of the academic session, focuses on developing strategies and setting policies for the effective management and utilization of the college's physical, academic, and support facilities. This includes resources such as laboratories, libraries, sports facilities, computers, and classrooms. At the end of the academic year, the CDC holds a follow-up meeting to evaluate the implementation and success of the strategies and programs that were established at the start of the session.

Additionally, there are several sub-committees that operate under the CDC's supervision. Among these, the College Core Committee is particularly significant as it is tasked with overseeing the overall

development of the college and its students, ensuring that the institution’s goals and objectives are effectively pursued and achieved.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.youtube.com/watch?v=Vv9pAVaZImk">https://www.youtube.com/watch?v=Vv9pAVaZImk</a>

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

The institution is well-equipped with a range of facilities to support both academic and extracurricular activities. It features an air-conditioned auditorium with a seating capacity of 600, which is utilized for large-scale events such as seminars, workshops, and cultural programs. Additionally, there is an air-conditioned seminar hall that accommodates approximately 200 people, serving as a venue for smaller seminars and meetings.

The college boasts a sufficient number of well-furnished classrooms that facilitate effective learning environments. In addition to these, the institution is equipped with ten ICT-enabled rooms that support various cultural activities. These rooms are regularly used for elocution competitions, debate contests, quiz events, and similar activities, enhancing the students' engagement in extracurricular pursuits.

For sports and recreational activities, the institution provides a playground for outdoor games, an indoor gymnasium, a dedicated yoga room, and table tennis facilities. Furthermore, there is a spacious, enclosed area of approximately 10,000 square feet with paved blocks, which is utilized annually for the Agricultural Exhibition and various social gatherings.

Overall, the institution offers a comprehensive range of facilities that cater to cultural activities, sports, indoor and outdoor games, as well as wellness and fitness programs, ensuring a well-rounded experience for its students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://nmdcgondia.org/facilities/">https://nmdcgondia.org/facilities/</a>

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

10

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://nmdcgondia.org/facilities/">https://nmdcgondia.org/facilities/</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

882274

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

The library of the institution is housed in the central area of the college premises on the ground floor. The College building which was

constructed in 1958 and renovated again in 2004-05 with the latest modern facilities, while retaining the ambiance of its heritage structure and making it energy efficient. The library is equipped with 70 seating capacity. The library is partially automated with all its subsystems having Wi-Fi. It has a separate Research and computer lab with the provision of 40 workstations to access e-resources and e-databases. library at present is using ' LIBMAN-VERSION 2.03' Integrated Library Management Software On the Unix 0.6 Master Software platform with a lot of clients attached to it. This is one of the latest web-centric Library Management Software with the latest technology. In future planning, this library plans to provide Android Apps with Remote Access Facilities to our clients.

- 1 . Browser-based access.
2. Facility of fetching bibliographical data from ' Google' and 'DOAJ', Shodh Ganga, etc
3. Improved user-friendly OPAC interface.
4. Easing out Import/ Export of data.
5. Quick report generation in different formats etc.

Periodically list of books and reminders is generated in an automated way. Acquisition of serial, maintaining issue records, sending reminders of missing issues, generating binding lists, etc. are also being done in an automated manner. At present library provides access to more than 6000+ e-journals and 3,135,000 e-books with N-LIST and Open Access Databases.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://nmcdgondia.org/wp-content/uploads/2022/09/Library-Service.pdf">https://nmcdgondia.org/wp-content/uploads/2022/09/Library-Service.pdf</a>

**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**      A. Any 4 or more of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)

237375

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

#### 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

201

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

The institute has well-equipped computer labs with about 159 computers. The institute regularly monitors and maintains these systems and labs for their optimum use and keeps updating them. The institute has been updated by the advanced internet facility of the Railwire lease line with 50 MBPS capacity in the current academic session. The institute also uses cloud-based ERP software which is used to facilitate students' online admission, fee submission, and request for various certificates. Students are communicated through ERP Software which has been very useful and convenient to both college and students. Various university and state government-related notices were circulated to the students in their Whatsapp groups and even to their mail IDs through this software. The institute's website is also frequently updated to provide the latest information to the students. The institute has also conducted online exams by preparing question papers in Google

form and the results are prepared accordingly. The institute has signed an AMC with Delta Marketing, Gondia to regularly update the software and computers as per the requirements of the students according to their syllabus. For updating the software/hardware the institute also purchases new computers every year replacing the old and redundant ones to cope with the fast-changing world of software.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

195

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

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

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

1395649

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

Gondia Education Society's, Natwarlal Maniklal Dalal Arts, Commerce, Law, and Management College, Gondia (NMD) library is housed in the central areas of college premises on the ground floor. The College building, which was constructed in 1958 and renovated again in 2004-05 with the latest modern facilities, while retaining the ambiance of its heritage structure and making it energy efficient. The library is equipped with a 70-seating capacity. The library is partially automated with all its subsystems having Wi-Fi. It has a separate Research and computer lab with the provision of 40 workstations to access e-resources and e-databases. Library at present is using 'LIBMAN- VERSION 2.03' Integrated Library Management Software On Unix 0.6 Master software platform with a lot of clients attached to it. This is one of the latest web-centric Library Management Software with the latest technology. In future planning, this library plans to provide Android Apps with a Remote Access Facility to our client's Browser-based access; The facility of fetching bibliographical data from 'Google' and 'DOAJ', Shodh Ganga, etc. Improved user-friendly OPAC interface; Easing out Import/Export of data; Quick report generation in different formats etc. CDC is the apex body that decides about utilizing physical, academic, and support facilities like libraries, Sports, Computers, and classrooms every year and directs the college and its various committees for the optimum utilization and maintenance of these facilities through established systems and procedures.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://nmcdgondia.org/download/Facility-option-4.4.2.pdf">https://nmcdgondia.org/download/Facility-option-4.4.2.pdf</a>

**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**

1274

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

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

00

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**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**

B. 3 of the above

File Description	Documents
Link to Institutional website	<a href="https://nmdcgondia.org/capacity-building/">https://nmdcgondia.org/capacity-building/</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

450

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

450

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 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

20

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

68

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

### 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

00

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

## 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.

13

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
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)	<a href="#">View File</a>

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 college had a regularly formed Student Representatives Council, consisting of officially elected representatives from each class, which later sent its representatives to the University Council. This

practice was in force till 2013-14, after which in the run-up to the introduction of the new Maharashtra Public University Act, elections and formation of the Student Representatives Council were stopped almost for four years till 2017-18. In the interim period from 2014-15 onwards, in the absence of a regular and formal Students Representative Council, the representation of students in the management, planning, and activities of the college was achieved by taking students up as members in some committees, holding regular interaction with student groups, getting student inputs through committee conveners and individual faculty members and even putting students in charge of some committees. The college administration has always involved the students in different aspects of the college administration. Student representatives are present in different administrative bodies of the college. The students elect from amongst themselves their representatives on academic bodies such as the Commerce Forum, Social Sciences Forum, Library Association, etc. However, during the academic session 2022-23 elections could not be conducted following the guidelines of the parent university. Nevertheless, the students were given opportunities to represent different activities like seminars, conferences, workshops, and social and cultural activities from time to time.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### **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**

145

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

## 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 an Alumni Association and its registration is in process. The institution takes suggestions from the Alumni Association for its development. The college conducts meetings with the Alumni Association every year. It takes feedback from the Alumni Association through a questionnaire which helps in obtaining ideas and suggestions for academic excellence and sustenance.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## 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

The college follows the vision of its founder president Late Shri

Manoharbai Patel, who wanted to take education to the doorsteps of the downtrodden and economically backward students of the east Vidarbha region. The courses of arts, commerce, law, and management run by the college offer affordable fees for the poorest of the poor of the east Vidarbha region with the best of infrastructure renovating it from time to time. The institution's mission is to translate the vision of the Late Shri Manoharbai Patel into reality. The institution visualizes to impart quality education. To realize the vision of the founder president the institution strives to disseminate the latest and updated knowledge and promote campus research activity, to ensure the all-around development of students. It also strives to train the students for self-employment and to carve true citizens and skilled professionals of tomorrow. The institute organizes various programs for the all-round development of the students in the form of soft skill development and training programs for the students under the Training and Placement Cell of the college. The institute observes the birth and death anniversaries of all the national heroes and saints so that the students can imbibe qualities from them.

File Description	Documents
Paste link for additional information	<a href="https://nmdcgondia.org/vision-and-mission/">https://nmdcgondia.org/vision-and-mission/</a>
Upload any additional information	<a href="#">View File</a>

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

The institution follows an organizational hierarchy system to implement various academic and administrative activities of the college. These activities are distributed to various committees headed by in-charges. Thus the process of decentralization and participative management is followed in which the resolutions taken in the CDC meetings percolate to various committees through the principal. The principal in his turn instructs various committees to take up the tasks to implement the resolution. At the bottom level, the in-charges work in collaboration with the members of various committees to finally implement the tasks given to them. Some such activities are explained hereunder:

1. Conducting Test Examinations and Internal assessments.
2. Evaluation of the Teaching-Learning Process. In the same manner, all the committees constituted by the institution, practice the

process of decentralization and participative management in all the academic and administrative activities of the college.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1Fm3Z6o94zjE3f4vwVns8_Wo3rLhQmlh6/view?usp=sharing">https://drive.google.com/file/d/1Fm3Z6o94zjE3f4vwVns8_Wo3rLhQmlh6/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The strategic planning is made by the College Development Committee (CDC) in consultation with the head of the institution and the concerned senior teachers. The perspective institutional plan is chalked out at the beginning of every academic year. The annual Academic calendar is prepared in consonance with the university calendar. Various committees are formed to carry forward the administrative and academic activities during the session. All the heads of departments are asked to submit their departmental requirements regarding the development of respective departments. Novel ideas are appreciated and implemented as far as possible. All academic and administrative activities are conducted through teamwork. Decisions are always taken in consultation with CDC. Students are involved in the activities wherever required. They work as volunteers and are assigned duties. The objectives set at the beginning of the session are communicated and notified to the staff. The responsibilities assigned depend on the expertise of different faculty members related to different departments. A healthy and academic atmosphere is created by promoting cooperation in the faculty members and departments by assigning them joint responsibilities e.g. NSS and NCC units organize blood donation and tree plantation programs jointly every year. Similarly, as the institution is multidisciplinary many of the interdisciplinary programs and activities are organized with the purpose of sharing knowledge, innovation, and empowering the faculty.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/drive/folders/1RFvSC-1BqHF1X0hZp5OArzthXcQLXdVU">https://drive.google.com/drive/folders/1RFvSC-1BqHF1X0hZp5OArzthXcQLXdVU</a>
Upload any additional information	<a href="#">View File</a>

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

The college is affiliated with R.T.M. Nagpur University, Nagpur, and follows the rules of the University Grant Commission and Higher and Technical Education, Govt. of Maharashtra. In all its administrative and academic activities. As far as its curriculum is concerned, the institution is bound to follow its mother university. For other rules and policies, the institution has to follow the norms prescribed by U.G.C. and Higher and Technical Education, Govt. of Maharashtra. Appointments and service rules are as per the statutory bodies mentioned above. For example, before appointments, the college has to get the posts sanctioned by the Joint Director, of Higher and Technical Education. The appointment of Teaching and Non-teaching staff is also done in consultation and due approval of the statutory bodies. CURRICULUM DEVELOPMENT: The strategic planning is made by the College Development Committee (CDC) in consultation with concerned senior teachers. The perspective institutional plan is chalked out at the beginning of every academic year. All the heads of departments are asked to submit their departmental requirements regarding the development of their respective departments. Novel ideas are appreciated and implemented as far as possible.

File Description	Documents
Paste link for additional information	<a href="https://nmdcgondia.org/about-gondia-education-society/">https://nmdcgondia.org/about-gondia-education-society/</a>
Link to Organogram of the institution webpage	<a href="https://nmdcgondia.org/download/Organogram.pdf">https://nmdcgondia.org/download/Organogram.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

N.M.D. College of Arts and Commerce, Gondia comes under RTM Nagpur University, Nagpur, and being a granted college it follows the guidelines of its mother university, University Grants Commission, and Higher and Technical Education Maharashtra Government, Maharashtra. Hence it follows all the welfare measures prescribed by these statutory bodies. For example, employees are given medical leave, maternity leave, and other such leaves as per the requirements of the employees. The institution reimburses the medical expenses of the members of the teaching and non-teaching staff as per the provisions of the statutory bodies. The institution also has the Employees' Credit Cooperative Society and Consumers' Cooperative Society which provide instant loans to its teaching and non-teaching staff to the tune of Rs. 150,000 and Rs. 300,000 respectively. The institution takes care of the health and hygiene of its employees by providing safe drinking water. The college has installed 04 R.O. Water purifiers for teaching and non-teaching staff and students.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/drive/folders/15FIQFXeVC5QZ0wkrZClv0pyQyEPdeIn">https://drive.google.com/drive/folders/15FIQFXeVC5QZ0wkrZClv0pyQyEPdeIn</a>
Upload any additional information	<a href="#">View File</a>

### 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**

02

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**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**

02

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	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**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**

03

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

Internal Quality Assurance Cell furthers the task of Evaluation of Teaching Learning Process as the different committees and Cells are formed giving responsibilities to all the members of the teaching and non-teaching staff members. One such important committee that plays a major role in the evaluation of the teaching-learning process is the Feedback Committee comprising one senior faculty playing the role of Prof.-in-Charge While the members are faculties of various departments. Every year the students are distributed feedback forms based on a questionnaire. The questionnaire assesses the performance of the faculties in the teaching-learning process. The responses of the students are collected and analyzed by the Feedback Committee. The feedback is placed before the administration and the concerned faculties. Thus the whole process involves the administration, faculties, and students for the improvement of the teaching-learning process and it is a good example of decentralization and participative management. The college also has a Performance Based Appraisal System (PBAS) as per the direction of UGC and the parent university, which analyzes the performance of the teaching staff through a screening committee. The appraisal report is duly endorsed by the screening committee which is headed by the coordinator of IQAC and the Principal. The appraisal report is a must for the placement of teaching staff. A similar appraisal system as per the guidelines of UGC and Govt. of Maharashtra is also applied for non-teaching staff.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1C5SKaA35P_zgJiqWQpwGp47qjXzzSUQv/view?usp=sharing">https://drive.google.com/file/d/1C5SKaA35P_zgJiqWQpwGp47qjXzzSUQv/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

## 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 college meticulously carries out audits by both internal and external agencies every year mandatorily. The first instance of audit is the college accounts department which prepares the draft audited statement and ensures that all financial matters and transactions are in consonance with applicable norms and regulations. In the second instance, every year these accounts and transactions are audited by professional and licensed chartered accountant agencies, which carry out the audit independently and certify if the financial matters have followed requisite norms or not and point out discrepancies if any. In addition to these annual internal and external audits, there are periodic audits by some government agencies. The office of the Joint Director of Higher Education from the region sends its team periodically to physically verify the financial undertakings of the college. Similarly, the regional office of the Accountant General of India also periodically verifies the audited records of the college and seeks compliance if any discrepancies or lacunae are found. In addition to these general overall audits, the college carries out regular audits of the financial matters associated with specific schemes, grants, and projects. These audited statements and utilization certificates are regularly sent to the concerned bodies.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/drive/folders/1NYLc_h9kNjilFbFPisAPIj5xZcdoMP5EP">https://drive.google.com/drive/folders/1NYLc_h9kNjilFbFPisAPIj5xZcdoMP5EP</a>
Upload any additional information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

The institution receives salary and non-salary grants jointly from the University Grants Commission and Higher and Technical Education, Govt. of Maharashtra. The non-salary grant is used for the development, renovation, and upgradation of the college from time to time. Every year at the beginning of the session the institution organizes a meeting of the College Development Committee (CDC) which comprises of authorities from the college management, the principal of the college & senior members of the teaching and non-teaching staff. All the members jointly plan strategies for the mobilization of funds as per the provisions of the grant-releasing agencies. Once received these grants are utilized optimally for the welfare of the college. The proper utilization of funds is monitored by the auditors of the Joint Director of Higher and Technical Education and Accountant General Govt. of Maharashtra from time to time. The college keeps the audited record of all the transactions getting them approved by the Chartered Accountant which is appointed by the college.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/drive/folders/1NYLc_h9kNjilFbFPisAPIj5xZcdOMP5EP">https://drive.google.com/drive/folders/1NYLc_h9kNjilFbFPisAPIj5xZcdOMP5EP</a>
Upload any additional information	<a href="#">View File</a>

## 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

Following the guidelines of the National Accreditation and Assessment Council and to meet the standard earmarked by the new guidelines of the Annual Quality Assurance Report, IQAC has taken every initiative to elevate the standard of education. IQAC of the college distributes the portfolios including the cells and committees prescribed by UGC and the government and prepares the academic calendar at the beginning of the session. IQAC encourages and monitors all the activities throughout the year ensuring the operational procedures and quality assurance strategies. As a quality initiative, the IQAC has introduced a novel system of distributing NAAC's criteria and matrices among faculties. The total scores of all the metrics are distributed with the proportionate number of teachers and most importantly the accomplishment of the metrics is evaluated along with the PBAS of the concerned faculty. The AQAR and SSR are prepared with the help of these data and documents. Students are encouraged to contribute to the college magazine 'PRERANA' through creative writing like short stories, science fiction, informative Articles, poems, etc. The college organized a web workshop in association with Master Software, Nagpur, Training the teaching and non-teaching staff to handle academic and administrative activities through its software under the aegis of IQAC. IQAC also became instrumental in upgrading the library by subscribing to e-journals and e-books through the NLIST program. File Description Paste link for additional information Upload any additional information Documents

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/drive/folders/17VEs0ITuuTyPhNERzJLgAzVcI0s4MJFd?usp=sharing">https://drive.google.com/drive/folders/17VEs0ITuuTyPhNERzJLgAzVcI0s4MJFd?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

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

At the beginning of every academic year, IQAC conducts a meeting to plan the teaching-learning processes, structures and methodologies, and operations. IQAC also conducts such meetings at the end of every session. To ascertain learning outcomes. The data of the strategies planned and their outcome is submitted to IQAC by every department which is used to prepare AQAR by IQAC every year. The IQAC is also responsible for changing its teaching-learning process and methods of operations as per the changing methods in the world of education.

IQAC also played a leading role in organizing seminars and workshops giving responsibility to all the departments to conduct at least one virtual seminar or workshop relating to their field of a subject in a semester. Focusing on the teaching-learning process and reforms, after the accomplishment of the third cycle and complying with the recommendations of the peer team, IQAC resolved to improve the tools and devices pertaining to ICT, to make them available to the students and classrooms, and finally to transform the process more ICT-based. Incrementally, we availed modern ICT tools and converted most of our traditional classrooms, laboratories, and auditorium into smart ones. As a matter of fact, some classrooms have been converted into smart rooms; Computer labs have been renovated and equipped with an updated version of computers and accessories, and the library has been totally reformed and equipped with new software.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1FYE2WoxPThmsmeHLiA_4BKzFFldSVk90/view?usp=sharing">https://drive.google.com/file/d/1FYE2WoxPThmsmeHLiA_4BKzFFldSVk90/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

**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	<a href="https://nmcdgondia.org/annual-report/">https://nmcdgondia.org/annual-report/</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

Institution always strives to promote gender equity through various campaigns and programmes. In order to maintain health and hygiene for girls, sanitary napkin vending machines are installed. There is one lady attendant at the girls' common room. The College has a separate cell known as Internal Complaint Committee (ICC) to address the gender sensitive issues which is responsible to provide them counseling in this regard.

In the session of 2023-2024, the Internal Complaint Committee organized Diya Decoration, Exhibition cum Sale on 27th Oct. 2023 in collaboration with BSD. The ICC had also organized an Awareness Programme on Sickle Cell, AIDS & camp; Venereal Disease on 21st Dec. 2023 to promote the initiatives in this regard.

On 3rd January 2024, Savitribai Fule Jayanti was celebrated by the Department of History under the aegis of IQAC. On 16th February 2024, the Department of Lifelong Learning organized a Health Check up camp for the students and faculty members of the institution. Internal Complaint Committee organized Karate Training Camp ( 3 Months) (Mahila Dhoran-2014 in Joint Collaboration with Judo Karate, Yoga and Life Skill Training (Training Institute- Matoshri Bahuuddeshiya Sanstha, Nagpur for the girls students. The camp was inaugurated on 22nd March 2024.

File Description	Documents
Annual gender sensitization action plan	<a href="https://docs.google.com/document/d/1YfZ03RcU7ksQdjY54lyt7FToYPmZlIVF0tm11ZeqmX8/edit?usp=sharing">https://docs.google.com/document/d/1YfZ03RcU7ksQdjY54lyt7FToYPmZlIVF0tm11ZeqmX8/edit?usp=sharing</a>
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	<a href="https://docs.google.com/document/d/1xdRPRAzXbWrU_ko6T6Z7b5cboh58KcXCrho875TFdn8/edit?usp=sharing">https://docs.google.com/document/d/1xdRPRAzXbWrU_ko6T6Z7b5cboh58KcXCrho875TFdn8/edit?usp=sharing</a>

**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-**

**D. Any 1 of the above**

**based energy conservation Use of LED bulbs/  
power efficient equipment**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

In the College, We have placed green dustbins and yellow dustbins in different corners/spots of our college premises for wet litter and dry litter respectively. Dry Waste Management -If there is any construction waste on campus, we ensure that it is removed by the laborers and the contractors immediately to make the campus neat and clean. We have also banned plastics on campus to make the college plastic free. There is a ban on using polythenes and other such plastic materials on campus. In the case of used stationary, waste, and soiled papers, which are of no use, we dispose of them in compost pits. The old newspapers and magazines are sold to scrap dealers. Wet Waste Management -The waste in liquid form is properly handled, managed, and controlled. There are proper drainages for the disposal of sewage water. Biomedical Waste Management -Used masks, empty sanitizer bottles, and gloves are disposed of properly as the dust bins are placed in every corner. E-waste Management -As far as the management of e-waste is concerned, after destroying old and obsolete electronic products like computers, printers, and other electronic items, they are sold as scrap to minimize the level of e-waste. The college has employed a private cleaning agency for the cleaning of the premises regularly including the toilets, washrooms, and lavatories as a part of waste management of all sorts.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks**      A. Any 4 or all of the above

**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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

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

**A. Any 4 or All of the above**

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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

**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**

**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

**C. Any 2 of the above**

**5.**

**reading**

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

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).

**The institution has students of diverse socio-cultural and linguistic backgrounds. The institution makes sure that any intolerance towards cultural, regional, linguistic, communal socioeconomic, and other diversities is strictly not entertained. With full energy and enthusiasm, birth anniversaries of great**

personalities like Shri Manoharbai Patel, Dr. Bhimrao Ambedkar, Shri Sarvepalli Radhakrishnan, and Shri Lal Bahadur Shastri are celebrated in the Institution. The institution promotes various cultures and social activities like blood donation camps, tree plantation drives, etc. On the birth anniversary of Sardar Vallabhbhai Patel on October 31, the Institution celebrates Rashtriya Ekta Diwas (staff and students take the pledge on National Integration Day) every year. The Grievance Redressal Cell and the Department of Commerce organized a workshop on the occasion of Consumer Rights Day. Various programmes were organized to promote Nasha Mukta Bharat. The initiatives are to promote better education, economic upliftment of the needy, and ensure communal harmony. National Minority Rights Day was also observed by the Institution to promote harmony towards cultural, regional, linguistic, communal socio-economic, and other diversities. Sadbhavna Day was also observed by the NCC Unit of the College. Marathi Bhasha Gaurav Diwas was also celebrated by the Marathi department.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

N.M.D. College, Gondia sensitizes the students and the employees of the institution regarding the constitutional obligations of values, rights, duties, and responsibilities of citizens which enables them to conduct themselves as responsible citizens. The students are inspired to participate in various events that promote the values, rights, duties, and responsibilities of citizens. The Institution conducted various awareness drive camps like blood donation camps, tree plantation drives, and Road safety drives to contribute to the local community. The college also has a very active NSS unit to encourage the students and the unit is successfully conducting activities to serve society. During the pandemic, the unit worked extensively to reach the needy people. The students are encouraged to organize tree plantation programs during Environment Week and other important occasions through the NCC Unit. As far as administrative transparency is concerned, various cells and committees have been constituted which are working efficiently to maintain transparency.

Some important cells are as follows -

1. Internal Quality Assurance Cell (IQAC)
2. Internal Complaint Cell
3. Grievance Redressal Cell
4. Career Counseling and Placement Cell
5. Research Advisory Cell
6. Anti-ragging Cell
7. Compliance with RTI.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://docs.google.com/document/d/1xz_2FcT4D2l2hj2mG68EHg-dFFZ53K3Pf_eG0Hk-SJE/edit?usp=sharing">https://docs.google.com/document/d/1xz_2FcT4D2l2hj2mG68EHg-dFFZ53K3Pf_eG0Hk-SJE/edit?usp=sharing</a>
Any other relevant information	<a href="https://docs.google.com/document/d/1ytqV8zRbXbqtGa554seJWh9wWxaApMj9_z9YKpOyU0M/edit?usp=sharing">https://docs.google.com/document/d/1ytqV8zRbXbqtGa554seJWh9wWxaApMj9_z9YKpOyU0M/edit?usp=sharing</a>

**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**      **A. All of the above**

**4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The academic calendar is prepared at the beginning of the session keeping in view the help extended by different public concerns like the Department of Social Forestry, Courts, Industries, University Grant Commission, and Rashtrasant Tukadoji Maharaj Nagpur University. The academic calendar prepared at the start helps to celebrate and observe national festivals and birth/death anniversaries of great personalities.

The students are encouraged to organize tree plantation programmes during environmental week and other important occasions. The national festivals like Independence Day and Republic Days are also celebrated with full enthusiasm and zeal. Year Activity Duration (from June 2023 to May 2024)

International Yoga Day on 21/06/2023

Independence Day Celebration on 15/08/2023

Teacher's Day Celebration of Birth Anniversary of Dr. Radhakrishnan Sarvapalli on 05/09/2023

International Literacy Day on 08/09/2023

Mahaparinirvan Diwas on 06/12/2023

National Consumer Day on 24/12/2023

National youth Day on 12/01/2024

Geography Day on 14/01/2024

Republic Day Celebration on 26/01/2024

International Women's Day on 08/03/2024

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

### Best Practice - I

Title of the practice: Online Monitoring Committee

The context: The committee of online monitoring was formed to monitor and collect the record of classes taken by the faculty members. In the starting of the session, the time-table was prepared and the allotment and information was given to the concerned teachers. The online monitoring committee ensures that the report of the class is submitted by each and every teacher after his/her period. The data was collected through Google Form. A uniform and structured procedure was adopted by the committee to ensure the transparency in the record system of the offline classes.

### Best Practices - II

Title of the practice: Deeksharambh - Student Induction Programme

The context: Transition from school to college is the most challenging event in a student's life. The students from diverse backgrounds and cultures take admission in college to pursue their career in higher studies. They come from a very familiar environment to unfamiliar surroundings having little knowledge about college and university. Therefore, to make them feel familiar and comfortable and to prepare them for the new role, the College organized Deeksharambh, a one day programme for the first year students of Bachelor of Commerce.

File Description	Documents
Best practices in the Institutional website	<a href="https://nmdcgondia.org/best-practices-2023-24/">https://nmdcgondia.org/best-practices-2023-24/</a>
Any other relevant information	<a href="https://nmdcgondia.org/best-practices-2023-24/">https://nmdcgondia.org/best-practices-2023-24/</a>

### 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

N.M.D. College, Gondia, the pioneering college of Gondia Education Society is committed to cater the needs of the rural and backward students of the district. This is one and only co-ed college in the fraternity of Arts and Commerce to provide higher education in the whole city. The College is distinct in its own efforts. Majority of the students who get admission and are enrolled belong to rural areas. The College always strives to cater to the needs of the rural area students. One of the objectives of the college is to provide education to the poorest of the poor.

The Agro Exhibition is one of the distinctive features of College. Since an educational college is responsible for contributing in national development, keeping in view this the College organizes Agro-exhibition to provide an opportunity to local farmers to show their skills and products to the locals directly, to involve the participation of local public and students in the exhibition, to make people aware of the distinctiveness of their locality as far as the agricultural achievements are concerned and to provide a platform to honor the local farmers as far as the organic agro-products and crops are concerned.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The institution is affiliated with Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur, which designs the curriculum for its various courses. To implement this curriculum effectively, the institution adheres to a uniform academic calendar set by the university. The process to ensure successful curriculum delivery is systematic and well-documented:

- Before the academic year begins, the Internal Quality Assurance Cell (IQAC) prepares the Annual Academic Calendar based on the university's schedule. IQAC holds a meeting at the start of the session to review curricular and extracurricular activities, department-specific plans, and student guidance.
- Teachers provide students with the syllabus for each subject at the start of the academic session. The college's timetable committee then creates a schedule for the semester. Teachers receive diaries to record their teaching plans and other activities, which are monitored online.
- Effective curriculum delivery is supported by a conducive learning environment, excellent teaching methods, remedial lectures, and regular informal discussions with students. The institution ensures spacious classrooms, well-equipped computers, and Geography labs are available.
- To assess students' understanding, departmental seminars, unit tests, and group discussions are conducted regularly. Additionally, guest lectures are arranged to enhance students' socio-economic, cultural, and environmental awareness.
- Tutorials and remedial classes are provided to assist slow learners, ensuring that all students receive the support they need to succeed.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://nmdcgondia.org/download/All-Syllabus-links-2023-2024_2.pdf">https://nmdcgondia.org/download/All-Syllabus-links-2023-2024_2.pdf</a>

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

The Institute is permanently affiliated with Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur. The academic calendar is a crucial document that outlines key dates, including internal and external semester exams, co-curricular and extra-curricular activities, term end, and vacation periods. This calendar serves as a guide for both teachers and students.

The Internal Quality Assurance Cell (IQAC), under the direction of the Head of the Institution and the College Development Committee (CDC), prepares the institutional academic calendar based on the university's calendar. This calendar is published on the institution's website for easy access by all stakeholders. It details the start date of the academic session, semester duration, internal assessments, tests, and final exams. Notably, it highlights teaching days and scheduled events for the semester, specifying the teaching-learning schedule and continuous internal evaluation.

The examination committee also drafts a tentative schedule for Continuous Internal Evaluation (CIE). Additionally, departments and committees plan academic activities such as seminars, workshops, guest lectures, and cultural programs. Both students and faculty are expected to follow and adhere to the academic calendar, ensuring its effective implementation throughout the academic year.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://nmdcgondia.org/download/Academic-Calender-23-24.pdf">https://nmdcgondia.org/download/Academic-Calender-23-24.pdf</a> <a href="https://nmdcgondia.org/download/Academic-Calender-23-24.pdf">https://nmdcgondia.org/download/Academic-Calender-23-24.pdf</a>

**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**

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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**

10

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

<b>1.2.2 - Number of Add on /Certificate programs offered during the year</b>	
<b>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</b>	
01	
File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>
<b>1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year</b>	
119	
File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>
<b>1.3 - Curriculum Enrichment</b>	
1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	
<p><b>Gender Equality:</b> The institution has established a Sexual Harassment Cell to address and monitor cases of sexual exploitation, encouraging victims to speak out. It also organizes programs to enhance menstrual hygiene management and provide legal awareness to women, fostering their leadership skills.</p> <p><b>Environmental Awareness:</b> The curriculum includes subjects such as Environmental Geography, Natural Disaster Management, and related Geography and Political Science courses to raise environmental consciousness among students. Additionally, the L.L.B. program includes Environmental Law to further emphasize environmental issues.</p> <p><b>Human Rights:</b> The L.L.B. program extensively covers Human Rights,</p>	

while other programs also include mandatory and optional courses that address this topic.

**Professional Ethics:** Professional ethics is integrated into all professional courses offered at the institution, including M.B.A., LL.B., BBA, and BCCA. Specifically, the L.L.B. program features a dedicated subject on professional ethics and professional accounting systems.

**Moral and Ethical Values:** Moral and ethical values are taught through compulsory and optional language subjects such as Hindi, Marathi, and English. The prescribed textbooks include lessons on the life stories of saints and societal heroes, helping instill these values in students.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

08

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

1.3.3 - Number of students undertaking project work/field work/ internships	
536	
File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>
1.4 - Feedback System	
<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>B. Any 3 of the above</b>
File Description	Documents
URL for stakeholder feedback report	<a href="https://nmdcgondia.org/download/Action-Taken-Report-23-24.pdf">https://nmdcgondia.org/download/Action-Taken-Report-23-24.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://nmdcgondia.org/download/Feedback-Analysis-23-24.pdf">https://nmdcgondia.org/download/Feedback-Analysis-23-24.pdf</a>
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	

**2.1.1 - Enrolment Number Number of students admitted during the year****2.1.1.1 - Number of students admitted during the year**

2657

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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**

2004

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**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

Faculty members use various methods to identify slow and advanced learners, including classroom observations, question-and-answer sessions, and unit tests. Once students are categorized based on their performance, targeted remedial activities are planned. For slow learners, faculty organize remedial classes to address specific weaknesses and provide guidance. Advanced learners are encouraged to delve into advanced reference materials and engage in enriching activities such as seminars, debate competitions, and preparing PowerPoint presentations. These activities not only enhance their skills but also allow them to showcase their knowledge to peers and faculty.

Student performance in previous semesters is also reviewed to help identify slow and advanced learners. Faculty members motivate students to recognize their areas of weakness and seek assistance to improve their understanding. Notably, some students proactively acknowledge their difficulties and seek help from

faculty, demonstrating their commitment to personal growth. This comprehensive approach ensures that all students receive the support they need to succeed and excel in their academic endeavors.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/12epgDznE-btt3917GOrTUB80cZMcrSS2/view?usp=sharing">https://drive.google.com/file/d/12epgDznE-btt3917GOrTUB80cZMcrSS2/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
2657	31

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

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

The college emphasizes student-centric methods through experiential learning opportunities such as project work, competitive exams, field visits, surveys, industrial tours, guest lectures, workshops, in-house sessions, land surveys, and mapping activities. Participative learning is encouraged via role-play, teamwork in NSS camps, tree plantation drives, Red Cross activities, Swachh Bharat initiatives, and health awareness camps. Additionally, students engage in debates, group work, and question-and-answer sessions to enhance their learning experience.

Problem-solving techniques are incorporated into the curriculum through case studies, analysis and reasoning exercises, discussions, quizzes, and research activities. The college supports student development through various forums, including the Career Counseling Cell, Placement Cell, and departmental clubs. To foster a learner-friendly environment, the college ensures effective academic preparation and syllabus completion. The campus is equipped with Wi-Fi to provide access to e-

resources, and notes are distributed and reviewed after each unit.

The classroom setting promotes open discussions and encourages students to share their ideas. Students are informed about upcoming topics in advance to facilitate better preparation. Both the college and departmental libraries offer valuable resources to support students in their academic journey.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://drive.google.com/file/d/13AqSI4ncvJR6FG-jHZXOnbHvtUTUdRE6/view?usp=drive_link">https://drive.google.com/file/d/13AqSI4ncvJR6FG-jHZXOnbHvtUTUdRE6/view?usp=drive link</a>

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

To stay current with modern teaching methods, teachers have integrated ICT-enabled tools into their teaching practices. They utilize PowerPoint presentations, PDFs of notes, and other e-resources to enhance learning. During the COVID-19 pandemic in 2020 and the subsequent lockdown, teachers adapted by conducting online classes in accordance with guidelines from the parent university and the state government. They organized online classes, webinars, and virtual workshops using platforms such as Zoom, Microsoft Teams, Google Meet, and Webex.

In addition, RTM Nagpur University faculty hosted numerous online lecture series covering the entire syllabus, with different units distributed among various instructors. These lectures were also made available on YouTube for students to access at their convenience. During the academic sessions of 2020-21 and 2021-22, the extensive use of ICT tools was crucial for maintaining effective teaching and learning amid the pandemic.

Although in-person classes resumed in 2022-23, some ICT-based teaching practices have continued. Students still request online materials, including PDFs of notes and YouTube lecture links, to save time. Consequently, ICT tools remain a part of the teaching strategy for the 2023-24 academic session to support effective learning and accommodate student preferences.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

### 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

55

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

31

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 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

26

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

36

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

### 2.5 - Evaluation Process and Reforms

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

The college has implemented significant reforms in its internal assessment evaluation process for both UG and PG courses. The Continuous Internal Evaluation (CIE) system now incorporates both formal and informal methods. Key reforms adopted include:

- Each semester, the college conducts internal tests modeled after university examinations to familiarize students with the exam pattern. After grading, teachers meet individually with students to provide feedback and suggestions as needed.
- The Choice Based Credit System (CBCS), introduced by the university for PG courses in the academic year 2015-16, follows an 80:20 evaluation pattern, blending end-semester exams with continuous assessment.

- To enhance research skills, PG students are required to complete a research project in the form of a dissertation.
- Internal tests are conducted regularly for both UG and PG students as part of their internal assessment.
- Additional components of internal assessment include internal viva voce, presentations, and attendance, all of which contribute to the final evaluation.

These reforms aim to provide a comprehensive and supportive evaluation framework, promoting both academic excellence and personal development among students.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://drive.google.com/file/d/1n-GZmOWTt1AgzRPuUW7dvTx8WRZfo5/view?usp=drive_link">https://drive.google.com/file/d/1n-GZmOWTt1AgzRPuUW7dvTx8WRZfo5/view?usp=drive_link</a>

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

The institute adheres to all norms set by RTM Nagpur University for conducting internal examinations. Strict compliance with the university's guidelines ensures a standardized examination process. To address any issues or concerns, the college has established a Grievance Cell, where students can submit complaints related to internal examinations. This cell reviews and investigates complaints to ensure fair and justified resolutions.

As of now, the college has not received any complaints concerning internal examinations, reflecting the effectiveness of the existing policies. The grievance policy is clearly defined and ensures transparency and fairness in the examination process. The Grievance Cell, under the supervision of the Principal, meets regularly to review and refine policies on managing and resolving student grievances effectively. This approach demonstrates the

college's commitment to maintaining a fair examination environment and addressing any issues that may arise.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://drive.google.com/file/d/1Wn6wq8sDeQMUKKXjNQtKpSyuZyu0lRaA/view?usp=sharing">https://drive.google.com/file/d/1Wn6wq8sDeQMUKKXjNQtKpSyuZyu0lRaA/view?usp=sharing</a>

## 2.6 - Student Performance and Learning Outcomes

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

The college maintains a robust and effective system for communicating both program and course outcomes, focusing on clarity and accessibility. Central to our approach is a commitment to Transparency and Accessibility. We make sure that outcomes are clearly conveyed and readily accessible through various channels, including our official website, notice boards, and social media platforms. This ensures that both students and stakeholders are consistently well-informed.

We also prioritize Dynamic Updates, regularly revising course and program outcomes on our website to reflect any changes from the affiliated university. This practice guarantees that everyone has access to the most current information available.

Proactive Communication plays a crucial role in our strategy. The college administration oversees the timely implementation of updates. Our principal holds regular meetings with Heads of Departments (HODs), who then disseminate these updates to students through classroom announcements and mentee groups. This system ensures that students are promptly informed of any changes to their coursework or program.

To facilitate Easy Access for Everyone, we have established a dedicated section on our website where all program and course outcomes are consolidated. This centralized resource allows students, prospective students, and other visitors to quickly obtain the information they need.

In summary, our institution is dedicated to ensuring transparency and ease of access in communicating program and course outcomes, keeping all stakeholders well-informed and aligned with educational goals.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://nmcdgondia.org/statement-of-psos-and-cos/">https://nmcdgondia.org/statement-of-psos-and-cos/</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The institution offers eight distinct programs as part of its community college curriculum. A crucial aspect of its educational approach is the ongoing evaluation of the teaching-learning process, which is overseen by the Internal Quality Assurance Cell (IQAC). The IQAC sets clear program learning outcomes in advance, which are integral to guiding and shaping the teaching and learning activities within the college.

To assess the achievement of these outcomes, the college systematically evaluates program outcomes, program-specific outcomes, and course outcomes. This evaluation process includes conducting final exams for each program, specifically designed to reflect the stated learning outcomes. Each department is responsible for creating exam questions that align with these predetermined outcomes, ensuring that the assessments accurately measure students' mastery of the subject matter.

After exams are administered, the answer scripts are evaluated to determine how well students have met the expected outcomes. The results are then analyzed using statistical methods to provide a comprehensive overview of the effectiveness of the teaching-learning process. This analysis helps the college to identify both its strengths and areas needing improvement. If any specific shortcomings are detected, the college implements targeted corrective actions to address these gaps, thereby continually enhancing its educational practices and outcomes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://nmdcgondia.org/statement-of-psos-and-cos/">https://nmdcgondia.org/statement-of-psos-and-cos/</a>

### 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

539

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://nmdcgondia.org/download/Annual-Report-2023-24.pdf">https://nmdcgondia.org/download/Annual-Report-2023-24.pdf</a>

### 2.7 - Student Satisfaction Survey

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

[https://nmdcgondia.org/download/SSR-2023-24\\_final.pdf](https://nmdcgondia.org/download/SSR-2023-24_final.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)

00

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

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

#### 3.1.2.1 - Number of teachers recognized as research guides

12

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	Nil

### 3.2 - Innovation Ecosystem

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

N.M.D. College of Arts and Commerce, Gondia, is affiliated with Rashtrasant Tukdoji Maharaj Nagpur University and adheres to the

academic curriculum prescribed by the university. Despite this structured framework, the college is committed to fostering an innovative learning environment by continuously enhancing its teaching methods. During the lockdown period, the faculty adapted to the situation by not only holding online classes but also by making their lectures available on YouTube. This allowed students to access the content at their convenience, facilitating a more flexible learning experience.

The college actively supports and encourages faculty members who develop creative teaching strategies. These innovative approaches are shared with other staff members to promote the exchange of effective teaching practices. Starting from the academic session of 2022-23, the institution resumed in-person classes, but it retained some of the successful online practices from the lockdown period. For instance, faculty continued to distribute PDFs of study materials to save time and also recommended that students view YouTube lectures on specific chapters even during the academic session 2023-24. This blend of traditional and modern methods has helped the college build a dynamic ecosystem for innovation, knowledge creation, and effective knowledge transfer, ensuring that the educational experience remains engaging and up-to-date.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://nmcdgondia.org/e-resources/">https://nmcdgondia.org/e-resources/</a>

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

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

01

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

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

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

2

File Description	Documents
URL to the research page on HEI website	<a href="https://nmdcgondia.org/research-work/">https://nmdcgondia.org/research-work/</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

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

22

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

10

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

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

Extension activities at the college are actively managed by various units, including the National Service Scheme (NSS), the National Cadet Corps (NCC), and the Life-Long Learning and Extension Department (LLL&ED). These units play a crucial role in the college's commitment to community service and student development.

The NSS and NCC students engage in a range of programs such as tree plantation drives, cleanliness campaigns, and vaccination drives. One of the key initiatives of the NSS unit involves adopting a nearby village, where students regularly visit and conduct a ten-day Special Camp. During these visits, the NSS volunteers perform comprehensive surveys of the village, visiting every household to identify and assess local issues, which may include social, medical, and economic problems. The NSS unit then works to address these issues by leveraging government schemes and resources aimed at improving the villagers' quality of life.

Additionally, the NCC unit organizes Traffic Safety Week, focusing on educating the local community about road safety and traffic regulations. Through these initiatives, the college effectively engages in neighborhood outreach programs and raises awareness of social issues, thereby contributing to the holistic development of students. The combined efforts of NSS, NCC, LLL&ED, and various cultural and academic activities reflect the institution's dedication to fostering social responsibility and community engagement among its students.

File Description	Documents
Paste link for additional information	<a href="https://nmdcgondia.org/download/Extention-Activity-23-24.pdf">https://nmdcgondia.org/download/Extention-Activity-23-24.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

05

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

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

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

06

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

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

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

351

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

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

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

31

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

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

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

07

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The College Development Committee (CDC) plays a crucial role in overseeing the development and maintenance of the college's infrastructure and equipment. As a central body within the institution, the CDC is responsible for making decisions that impact both academic and support facilities. The committee is composed of a diverse group of members, including representatives from the management, teaching staff, non-teaching staff, and notable individuals from various sectors such as education, research, industry, and social service. In accordance with institutional norms, a student council representative is also included in the CDC.

The CDC convenes at least twice annually. The first meeting, held at the beginning of the academic session, focuses on developing strategies and setting policies for the effective management and utilization of the college's physical, academic, and support facilities. This includes resources such as laboratories, libraries, sports facilities, computers, and classrooms. At the end of the academic year, the CDC holds a follow-up meeting to evaluate the implementation and success of the strategies and programs that were established at the start of the session.

Additionally, there are several sub-committees that operate under the CDC's supervision. Among these, the College Core Committee is particularly significant as it is tasked with overseeing the overall development of the college and its students, ensuring that the institution's goals and objectives are effectively pursued and achieved.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.youtube.com/watch?v=Vv9pAVaZImk">https://www.youtube.com/watch?v=Vv9pAVaZImk</a>

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

The institution is well-equipped with a range of facilities to support both academic and extracurricular activities. It features an air-conditioned auditorium with a seating capacity of 600, which is utilized for large-scale events such as seminars, workshops, and cultural programs. Additionally, there is an air-conditioned seminar hall that accommodates approximately 200 people, serving as a venue for smaller seminars and meetings.

The college boasts a sufficient number of well-furnished classrooms that facilitate effective learning environments. In addition to these, the institution is equipped with ten ICT-enabled rooms that support various cultural activities. These rooms are regularly used for elocution competitions, debate contests, quiz events, and similar activities, enhancing the students' engagement in extracurricular pursuits.

For sports and recreational activities, the institution provides a playground for outdoor games, an indoor gymnasium, a dedicated yoga room, and table tennis facilities. Furthermore, there is a spacious, enclosed area of approximately 10,000 square feet with paved blocks, which is utilized annually for the Agricultural Exhibition and various social gatherings.

Overall, the institution offers a comprehensive range of facilities that cater to cultural activities, sports, indoor and outdoor games, as well as wellness and fitness programs, ensuring a well-rounded experience for its students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://nmdcgondia.org/facilities/">https://nmdcgondia.org/facilities/</a>

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

10

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://nmdcgondia.org/facilities/">https://nmdcgondia.org/facilities/</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

**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)**

882274

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource****4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The library of the institution is housed in the central area of the college premises on the ground floor. The College building which was constructed in 1958 and renovated again in 2004-05 with the latest modern facilities, while retaining the ambiance of its heritage structure and making it energy efficient. The library is equipped with 70 seating capacity. The library is partially automated with all its subsystems having Wi-Fi. It has a separate Research and computer lab with the provision of 40 workstations to access e-resources and e-databases. library at present is

using ' LIBMAN-VERSION 2.03' Integrated Library Management Software On the Unix 0.6 Master Software platform with a lot of clients attached to it. This is one of the latest web-centric Library Management Software with the latest technology. In future planning, this library plans to provide Android Apps with Remote Access Facilities to our clients. 1 . Browser-based access. 2. Facility of fetching bibliographical data from ' Google' and 'DOAJ', Shodh Ganga, etc 3. Improved user-friendly OPAC interface. 4. Easing out Import/ Export of data. 5. Quick report generation in different formats etc. Periodically list of books and reminders is generated in an automated way. Acquisition of serial, maintaining issue records, sending reminders of missing issues, generating binding lists, etc. are also being done in an automated manner. At present library provides access to more than 6000+ e-journals and 3,135,000 e-books with N-LIST and Open Access Databases.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://nmdcgondia.org/wp-content/uploads/2022/09/Library-Service.pdf">https://nmdcgondia.org/wp-content/uploads/2022/09/Library-Service.pdf</a>

<b>4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources</b>	<b>A. Any 4 or more of the above</b>
--	--------------------------------------

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)**

237375

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

#### 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

201

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

The institute has well-equipped computer labs with about 159 computers. The institute regularly monitors and maintains these systems and labs for their optimum use and keeps updating them. The institute has been updated by the advanced internet facility of the Railwire lease line with 50 MBPS capacity in the current academic session. The institute also uses cloud-based ERP software which is used to facilitate students' online admission, fee submission, and request for various certificates. Students are communicated through ERP Software which has been very useful and convenient to both college and students. Various university and state government-related notices were circulated to the students in their Whatsapp groups and even to their mail IDs through this software. The institute's website is also frequently updated to provide the latest information to the students. The institute has also conducted online exams by preparing question papers in Google form and the results are prepared accordingly. The institute has signed an AMC with Delta Marketing, Gondia to regularly update the software and computers as per the requirements of the students according to their syllabus. For updating the software/hardware the institute also purchases new

computers every year replacing the old and redundant ones to cope with the fast-changing world of software.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

195

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

1395649

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

Gondia Education Society's, Natwarlal Maniklal Dalal Arts, Commerce, Law, and Management College, Gondia (NMD) library is housed in the central areas of college premises on the ground floor. The College building, which was constructed in 1958 and renovated again in 2004-05 with the latest modern facilities, while retaining the ambiance of its heritage structure and making it energy efficient. The library is equipped with a 70-seating capacity. The library is partially automated with all its subsystems having Wi-Fi. It has a separate Research and computer lab with the provision of 40 workstations to access e-resources and e-databases. Library at present is using 'LIBMAN- VERSION 2.03' Integrated Library Management Software On Unix 0.6 Master software platform with a lot of clients attached to it. This is one of the latest web-centric Library Management Software with the latest technology. In future planning, this library plans to provide Android Apps with a Remote Access Facility to our client's Browser-based access; The facility of fetching bibliographical data from 'Google' and 'DOAJ', Shodh Ganga, etc. Improved user-friendly OPAC interface; Easing out Import/Export of data; Quick report generation in different formats etc. CDC is the apex body that decides about utilizing physical, academic, and support facilities like libraries, Sports, Computers, and classrooms every year and directs the college and its various committees for the optimum utilization and maintenance of these facilities through established systems and procedures.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://nmcdgondia.org/download/Facility-option-4.4.2.pdf">https://nmcdgondia.org/download/Facility-option-4.4.2.pdf</a>

STUDENT SUPPORT AND PROGRESSION	
<b>5.1 - Student Support</b>	
<b>5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
<b>5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
1274	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>
<b>5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year</b>	
<b>5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year</b>	
00	
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>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</b>	<b>B. 3 of the above</b>

File Description	Documents
Link to Institutional website	<a href="https://nmdcgondia.org/capacity-building/">https://nmdcgondia.org/capacity-building/</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

450

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

450

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 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

20

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

68

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

### 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**

00

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**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.**

13

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
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)	<a href="#">View File</a>

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 college had a regularly formed Student Representatives Council, consisting of officially elected representatives from each class, which later sent its representatives to the

University Council. This practice was in force till 2013-14, after which in the run-up to the introduction of the new Maharashtra Public University Act, elections and formation of the Student Representatives Council were stopped almost for four years till 2017-18. In the interim period from 2014-15 onwards, in the absence of a regular and formal Students Representative Council, the representation of students in the management, planning, and activities of the college was achieved by taking students up as members in some committees, holding regular interaction with student groups, getting student inputs through committee conveners and individual faculty members and even putting students in charge of some committees. The college administration has always involved the students in different aspects of the college administration. Student representatives are present in different administrative bodies of the college. The students elect from amongst themselves their representatives on academic bodies such as the Commerce Forum, Social Sciences Forum, Library Association, etc. However, during the academic session 2022-23 elections could not be conducted following the guidelines of the parent university. Nevertheless, the students were given opportunities to represent different activities like seminars, conferences, workshops, and social and cultural activities from time to time.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### **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**

145

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### 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 an Alumni Association and its registration is in process. The institution takes suggestions from the Alumni Association for its development. The college conducts meetings with the Alumni Association every year. It takes feedback from the Alumni Association through a questionnaire which helps in obtaining ideas and suggestions for academic excellence and sustenance.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### 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

The college follows the vision of its founder president Late Shri Manoharbai Patel, who wanted to take education to the doorsteps of the downtrodden and economically backward students of the east Vidarbha region. The courses of arts, commerce, law, and management run by the college offer affordable fees for the poorest of the poor of the east Vidarbha region with the best of infrastructure renovating it from time to time. The institution's mission is to translate the vision of the Late Shri Manoharbai Patel into reality. The institution visualizes to impart quality education. To realize the vision of the founder president the institution strives to disseminate the latest and updated knowledge and promote campus research activity, to ensure the all-around development of students. It also strives to train the students for self-employment and to carve true citizens and skilled professionals of tomorrow. The institute organizes various programs for the all-round development of the students in the form of soft skill development and training programs for the students under the Training and Placement Cell of the college. The institute observes the birth and death anniversaries of all the national heroes and saints so that the students can imbibe qualities from them.

File Description	Documents
Paste link for additional information	<a href="https://nmdcgondia.org/vision-and-mission/">https://nmdcgondia.org/vision-and-mission/</a>
Upload any additional information	<a href="#">View File</a>

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

The institution follows an organizational hierarchy system to implement various academic and administrative activities of the college. These activities are distributed to various committees headed by in-charges. Thus the process of decentralization and participative management is followed in which the resolutions taken in the CDC meetings percolate to various committees through the principal. The principal in his turn instructs various committees to take up the tasks to implement the resolution. At the bottom level, the in-charges work in collaboration with the members of various committees to finally implement the tasks given to them. Some such activities are explained hereunder:

1. Conducting Test Examinations and Internal assessments.

2. Evaluation of the Teaching-Learning Process. In the same manner, all the committees constituted by the institution, practice the process of decentralization and participative management in all the academic and administrative activities of the college.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1Fm3Z6o94zjE3f4vwVns8Wo3rLhQmlh6/view?usp=sharing">https://drive.google.com/file/d/1Fm3Z6o94zjE3f4vwVns8Wo3rLhQmlh6/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The strategic planning is made by the College Development Committee (CDC) in consultation with the head of the institution and the concerned senior teachers. The perspective institutional plan is chalked out at the beginning of every academic year. The annual Academic calendar is prepared in consonance with the university calendar. Various committees are formed to carry forward the administrative and academic activities during the session. All the heads of departments are asked to submit their departmental requirements regarding the development of respective departments. Novel ideas are appreciated and implemented as far as possible. All academic and administrative activities are conducted through teamwork. Decisions are always taken in consultation with CDC. Students are involved in the activities wherever required. They work as volunteers and are assigned duties. The objectives set at the beginning of the session are communicated and notified to the staff. The responsibilities assigned depend on the expertise of different faculty members related to different departments. A healthy and academic atmosphere is created by promoting cooperation in the faculty members and departments by assigning them joint responsibilities e.g. NSS and NCC units organize blood donation and tree plantation programs jointly every year. Similarly, as the institution is multidisciplinary many of the interdisciplinary programs and activities are organized with the purpose of sharing knowledge, innovation, and empowering the faculty.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/drive/folders/1RFvSC-1BqHF1X0hZp50ArzthXcQLXdVU">https://drive.google.com/drive/folders/1RFvSC-1BqHF1X0hZp50ArzthXcQLXdVU</a>
Upload any additional information	<a href="#">View File</a>

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

The college is affiliated with R.T.M. Nagpur University, Nagpur, and follows the rules of the University Grant Commission and Higher and Technical Education, Govt. of Maharashtra. In all its administrative and academic activities. As far as its curriculum is concerned, the institution is bound to follow its mother university. For other rules and policies, the institution has to follow the norms prescribed by U.G.C. and Higher and Technical Education, Govt. of Maharashtra. Appointments and service rules are as per the statutory bodies mentioned above. For example, before appointments, the college has to get the posts sanctioned by the Joint Director, of Higher and Technical Education. The appointment of Teaching and Non-teaching staff is also done in consultation and due approval of the statutory bodies. CURRICULUM DEVELOPMENT: The strategic planning is made by the College Development Committee (CDC) in consultation with concerned senior teachers. The perspective institutional plan is chalked out at the beginning of every academic year. All the heads of departments are asked to submit their departmental requirements regarding the development of their respective departments. Novel ideas are appreciated and implemented as far as possible.

File Description	Documents
Paste link for additional information	<a href="https://nmdcgondia.org/about-gondia-education-society/">https://nmdcgondia.org/about-gondia-education-society/</a>
Link to Organogram of the institution webpage	<a href="https://nmdcgondia.org/download/Organogram.pdf">https://nmdcgondia.org/download/Organogram.pdf</a>
Upload any additional information	<a href="#">View File</a>

<b>6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination</b>	A. All of the above
File Description	Documents
ERP (Enterprise Resource Planning)Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>
<b>6.3 - Faculty Empowerment Strategies</b>	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p>N.M.D. College of Arts and Commerce, Gondia comes under RTM Nagpur University, Nagpur, and being a granted college it follows the guidelines of its mother university, University Grants Commission, and Higher and Technical Education Maharashtra Government, Maharashtra. Hence it follows all the welfare measures prescribed by these statutory bodies. For example, employees are given medical leave, maternity leave, and other such leaves as per the requirements of the employees. The institution reimburses the medical expenses of the members of the teaching and non-teaching staff as per the provisions of the statutory bodies. The institution also has the Employees' Credit Cooperative Society and Consumers' Cooperative Society which provide instant loans to its teaching and non-teaching staff to the tune of Rs. 150,000 and Rs. 300,000 respectively. The institution takes care of the health and hygiene of its employees by providing safe drinking water. The college has installed 04 R.O. Water purifiers for teaching and non-teaching staff and students.</p>	
File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/drive/folders/15FIQFXeVC5QZ00wkrZC1V0pyQyEPdeIn">https://drive.google.com/drive/folders/15FIQFXeVC5QZ00wkrZC1V0pyQyEPdeIn</a>
Upload any additional information	<a href="#">View File</a>

**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**

02

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**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**

02

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	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**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**

03

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

Internal Quality Assurance Cell furthers the task of Evaluation of Teaching Learning Process as the different committees and Cells are formed giving responsibilities to all the members of the teaching and non-teaching staff members. One such important committee that plays a major role in the evaluation of the teaching-learning process is the Feedback Committee comprising one senior faculty playing the role of Prof.-in-Charge While the members are faculties of various departments. Every year the students are distributed feedback forms based on a questionnaire. The questionnaire assesses the performance of the faculties in the teaching-learning process. The responses of the students are collected and analyzed by the Feedback Committee. The feedback is placed before the administration and the concerned faculties. Thus the whole process involves the administration, faculties, and students for the improvement of the teaching-learning process and it is a good example of decentralization and participative management. The college also has a Performance Based Appraisal System (PBAS) as per the direction of UGC and the parent university, which analyzes the performance of the teaching staff through a screening committee. The appraisal report is duly endorsed by the screening committee which is headed by the coordinator of IQAC and the Principal. The appraisal report is a must for the placement of teaching staff. A similar appraisal system as per the guidelines of UGC and Govt. of Maharashtra is also applied for non-teaching staff.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1C5SKaA35P_zgJiqWQpwGp47qjXzzSUQv/view?usp=sharing">https://drive.google.com/file/d/1C5SKaA35P_zgJiqWQpwGp47qjXzzSUQv/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

#### 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 college meticulously carries out audits by both internal and external agencies every year mandatorily. The first instance of audit is the college accounts department which prepares the draft audited statement and ensures that all financial matters and transactions are in consonance with applicable norms and regulations. In the second instance, every year these accounts and transactions are audited by professional and licensed chartered accountant agencies, which carry out the audit independently and certify if the financial matters have followed requisite norms or not and point out discrepancies if any. In addition to these annual internal and external audits, there are periodic audits by some government agencies. The office of the Joint Director of Higher Education from the region sends its team periodically to physically verify the financial undertakings of the college. Similarly, the regional office of the Accountant General of India also periodically verifies the audited records of the college and seeks compliance if any discrepancies or lacunae are found. In addition to these general overall audits, the college carries out regular audits of the financial matters associated with specific schemes, grants, and projects. These audited statements and utilization certificates are regularly sent to the concerned bodies.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/drive/folders/1NYLch9kNjilFbFPisAPIj5xZcdoMP5EP">https://drive.google.com/drive/folders/1NYLch9kNjilFbFPisAPIj5xZcdoMP5EP</a>
Upload any additional information	<a href="#">View File</a>

#### 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	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

The institution receives salary and non-salary grants jointly from the University Grants Commission and Higher and Technical Education, Govt. of Maharashtra. The non-salary grant is used for the development, renovation, and upgradation of the college from time to time. Every year at the beginning of the session the institution organizes a meeting of the College Development Committee (CDC) which comprises of authorities from the college management, the principal of the college & senior members of the teaching and non-teaching staff. All the members jointly plan strategies for the mobilization of funds as per the provisions of the grant-releasing agencies. Once received these grants are utilized optimally for the welfare of the college. The proper utilization of funds is monitored by the auditors of the Joint Director of Higher and Technical Education and Accountant General Govt. of Maharashtra from time to time. The college keeps the audited record of all the transactions getting them approved by the Chartered Accountant which is appointed by the college.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/drive/folders/1NYLch9kNjilFbFPisAPIj5xZcdoMP5EP">https://drive.google.com/drive/folders/1NYLch9kNjilFbFPisAPIj5xZcdoMP5EP</a>
Upload any additional information	<a href="#">View File</a>

**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

Following the guidelines of the National Accreditation and Assessment Council and to meet the standard earmarked by the new guidelines of the Annual Quality Assurance Report, IQAC has taken every initiative to elevate the standard of education. IQAC of the college distributes the portfolios including the cells and committees prescribed by UGC and the government and prepares the academic calendar at the beginning of the session. IQAC encourages and monitors all the activities throughout the year ensuring the operational procedures and quality assurance strategies. As a quality initiative, the IQAC has introduced a novel system of distributing NAAC's criteria and matrices among faculties. The total scores of all the metrics are distributed with the proportionate number of teachers and most importantly the accomplishment of the metrics is evaluated along with the PBAS of the concerned faculty. The AQAR and SSR are prepared with the help of these data and documents. Students are encouraged to contribute to the college magazine 'PRERANA' through creative writing like short stories, science fiction, informative Articles, poems, etc. The college organized a web workshop in association with Master Software, Nagpur, Training the teaching and non-teaching staff to handle academic and administrative activities through its software under the aegis of IQAC. IQAC also became instrumental in upgrading the library by subscribing to e-journals and e-books through the NLIST program. File Description Paste link for additional information Upload any additional information Documents

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/drive/folders/17VEs0ITuuTyPhNERzJLgAzVcI0s4MJFd?usp=sharing">https://drive.google.com/drive/folders/17VEs0ITuuTyPhNERzJLgAzVcI0s4MJFd?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

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

At the beginning of every academic year, IQAC conducts a meeting to plan the teaching-learning processes, structures and methodologies, and operations. IQAC also conducts such meetings at the end of every session. To ascertain learning outcomes. The

data of the strategies planned and their outcome is submitted to IQAC by every department which is used to prepare AQAR by IQAC every year. The IQAC is also responsible for changing its teaching-learning process and methods of operations as per the changing methods in the world of education. IQAC also played a leading role in organizing seminars and workshops giving responsibility to all the departments to conduct at least one virtual seminar or workshop relating to their field of a subject in a semester. Focusing on the teaching-learning process and reforms, after the accomplishment of the third cycle and complying with the recommendations of the peer team, IQAC resolved to improve the tools and devices pertaining to ICT, to make them available to the students and classrooms, and finally to transform the process more ICT-based. Incrementally, we availed modern ICT tools and converted most of our traditional classrooms, laboratories, and auditorium into smart ones. As a matter of fact, some classrooms have been converted into smart rooms; Computer labs have been renovated and equipped with an updated version of computers and accessories, and the library has been totally reformed and equipped with new software.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1FYE2WoxPT_hmsmeHLiA_4BKzFFldSVk90/view?usp=sharing">https://drive.google.com/file/d/1FYE2WoxPT_hmsmeHLiA_4BKzFFldSVk90/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

**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	<a href="https://nmdcgondia.org/annual-report/">https://nmdcgondia.org/annual-report/</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

Institution always strives to promote gender equity through various campaigns and programmes. In order to maintain health and hygiene for girls, sanitary napkin vending machines are installed. There is one lady attendant at the girls' common room. The College has a separate cell known as Internal Complaint Committee (ICC) to address the gender sensitive issues which is responsible to provide them counseling in this regard.

In the session of 2023-2024, the Internal Complaint Committee organized Diya Decoration, Exhibition cum Sale on 27th Oct. 2023 in collaboration with BSD. The ICC had also organized an Awareness Programme on Sickle Cell, AIDS & camp; Venereal Disease on 21st Dec. 2023 to promote the initiatives in this regard.

On 3rd January 2024, Savitribai Fule Jayanti was celebrated by the Department of History under the aegis of IQAC. On 16th February 2024, the Department of Lifelong Learning organized a Health Check up camp for the students and faculty members of the institution. Internal Complaint Committee organized Karate Training Camp ( 3 Months) (Mahila Dhoran-2014 in Joint Collaboration with Judo Karate, Yoga and Life Skill Training (Training Institute- Matoshri Bahuuddeshiya Sanstha, Nagpur for the girls students. The camp was inaugurated on 22nd March 2024.

File Description	Documents
Annual gender sensitization action plan	<a href="https://docs.google.com/document/d/1YfZ03RcU7ksQdjY54lyt7FToYPmZlIVF0tm11ZeqmX8/edit?usp=sharing">https://docs.google.com/document/d/1YfZ03RcU7ksQdjY54lyt7FToYPmZlIVF0tm11ZeqmX8/edit?usp=sharing</a>
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	<a href="https://docs.google.com/document/d/1xdRPRAzXbWrU_ko6T6Z7b5cboh58KcXCrho875TFdn8/edit?usp=sharing">https://docs.google.com/document/d/1xdRPRAzXbWrU_ko6T6Z7b5cboh58KcXCrho875TFdn8/edit?usp=sharing</a>

**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**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**

In the College, We have placed green dustbins and yellow dustbins in different corners/spots of our college premises for wet litter and dry litter respectively. Dry Waste Management -If there is any construction waste on campus, we ensure that it is removed by the laborers and the contractors immediately to make the campus neat and clean. We have also banned plastics on campus to make the college plastic free. There is a ban on using polythenes and other such plastic materials on campus. In the case of used stationary, waste, and soiled papers, which are of no use, we dispose of them in compost pits. The old newspapers and magazines are sold to scrap dealers. Wet Waste Management -The waste in liquid form is properly handled, managed, and controlled. There are proper drainages for the disposal of sewage water. Biomedical Waste Management -Used masks, empty sanitizer bottles, and gloves are disposed of properly as the dust bins are placed in every corner. E-waste Management -As far as the management of e-waste

is concerned, after destroying old and obsolete electronic products like computers, printers, and other electronic items, they are sold as scrap to minimize the level of e-waste. The college has employed a private cleaning agency for the cleaning of the premises regularly including the toilets, washrooms, and lavatories as a part of waste management of all sorts.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

<b>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</b>	<b>A. Any 4 or all of the above</b>
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File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <ol style="list-style-type: none"> <li><b>1. Restricted entry of automobiles</b></li> <li><b>2. Use of bicycles/ Battery-powered vehicles</b></li> <li><b>3. Pedestrian-friendly pathways</b></li> <li><b>4. Ban on use of plastic</b></li> <li><b>5. Landscaping</b></li> </ol>	<b>A. Any 4 or All of the above</b>
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File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

#### 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**

**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<b>No File Uploaded</b>
Certificates of the awards received	<b>No File Uploaded</b>
Any other relevant information	<a href="#">View File</a>

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

**C. Any 2 of the above**

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

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).

The institution has students of diverse socio-cultural and linguistic backgrounds. The institution makes sure that any intolerance towards cultural, regional, linguistic, communal socioeconomic, and other diversities is strictly not entertained. With full energy and enthusiasm, birth anniversaries of great personalities like Shri Manoharbai Patel, Dr. Bhimrao Ambedkar, Shri Sarvepalli Radhakrishnan, and Shri Lal Bahadur Shastri are celebrated in the Institution. The institution promotes various cultures and social activities like blood donation camps, tree plantation drives, etc. On the birth anniversary of Sardar Vallabhbhai Patel on October 31, the Institution celebrates Rashtriya Ekta Diwas (staff and students take the pledge on National Integration Day) every year. The Grievance Redressal Cell and the Department of Commerce organized a workshop on the occasion of Consumer Rights Day. Various programmes were organized to promote Nasha Mukta Bharat. The initiatives are to promote better education, economic upliftment of the needy, and ensure communal harmony. National Minority Rights Day was also observed by the Institution to promote harmony towards cultural, regional, linguistic, communal socio-economic, and other diversities. Sadbhavna Day was also observed by the NCC Unit of the College. Marathi Bhasha Gaurav Diwas was also celebrated by the Marathi department.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

N.M.D. College, Gondia sensitizes the students and the employees of the institution regarding the constitutional obligations of values, rights, duties, and responsibilities of citizens which enables them to conduct themselves as responsible citizens. The students are inspired to participate in various events that promote the values, rights, duties, and responsibilities of citizens. The Institution conducted various awareness drive camps like blood donation camps, tree plantation drives, and Road safety drives to contribute to the local community. The college also has a very active NSS unit to encourage the students and the unit is successfully conducting activities to serve society. During the pandemic, the unit worked extensively to reach the needy people. The students are encouraged to organize tree plantation programs during Environment Week and other important occasions through the NCC Unit. As far as administrative transparency is concerned, various cells and committees have been constituted which are working efficiently to maintain transparency.

Some important cells are as follows -

1. Internal Quality Assurance Cell (IQAC)
2. Internal Complaint Cell
3. Grievance Redressal Cell
4. Career Counseling and Placement Cell
5. Research Advisory Cell
6. Anti-ragging Cell
7. Compliance with RTI.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://docs.google.com/document/d/1xz_2FcT4D2l2hj2mG68EHg-dFFZ53K3Pf_eG0Hk-SJE/edit?usp=sharing">https://docs.google.com/document/d/1xz_2FcT4D2l2hj2mG68EHg-dFFZ53K3Pf_eG0Hk-SJE/edit?usp=sharing</a>
Any other relevant information	<a href="https://docs.google.com/document/d/1ytgV8zRbXbqtGa554seJWh9wWxaApMj9_z9YKpOyU0M/edit?usp=sharing">https://docs.google.com/document/d/1ytgV8zRbXbqtGa554seJWh9wWxaApMj9_z9YKpOyU0M/edit?usp=sharing</a>

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

**A. All of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**The academic calendar is prepared at the beginning of the session keeping in view the help extended by different public concerns like the Department of Social Forestry, Courts, Industries, University Grant Commission, and Rashtrasant Tukadoji Maharaj Nagpur University. The academic calendar prepared at the start helps to celebrate and observe national festivals and birth/death**

anniversaries of great personalities.

The students are encouraged to organize tree plantation programmes during environmental week and other important occasions. The national festivals like Independence Day and Republic Days are also celebrated with full enthusiasm and zeal. Year Activity Duration (from June 2023 to May 2024)

International Yoga Day on 21/06/2023

Independence Day Celebration on 15/08/2023

Teacher's Day Celebration of Birth Anniversary of Dr. Radhakrishnan Sarvapalli on 05/09/2023

International Literacy Day on 08/09/2023

Mahaparinirvan Diwas on 06/12/2023

National Consumer Day on 24/12/2023

National youth Day on 12/01/2024

Geography Day on 14/01/2024

Republic Day Celebration on 26/01/2024

International Women's Day on 08/03/2024

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

### Best Practice - I

**Title of the practice: Online Monitoring Committee**

The context: The committee of online monitoring was formed to monitor and collect the record of classes taken by the faculty members. In the starting of the session, the time-table was prepared and the allotment and information was given to the concerned teachers. The online monitoring committee ensures that the report of the class is submitted by each and every teacher after his/her period. The data was collected through Google Form. A uniform and structured procedure was adopted by the committee to ensure the transparency in the record system of the offline classes.

**Best Practices - II**

**Title of the practice: Deeksharambh - Student Induction Programme**

The context: Transition from school to college is the most challenging event in a student's life. The students from diverse backgrounds and cultures take admission in college to pursue their career in higher studies. They come from a very familiar environment to unfamiliar surroundings having little knowledge about college and university. Therefore, to make them feel familiar and comfortable and to prepare them for the new role, the College organized Deeksharambh, a one day programme for the first year students of Bachelor of Commerce.

File Description	Documents
Best practices in the Institutional website	<a href="https://nmdcgondia.org/best-practices-2023-24/">https://nmdcgondia.org/best-practices-2023-24/</a>
Any other relevant information	<a href="https://nmdcgondia.org/best-practices-2023-24/">https://nmdcgondia.org/best-practices-2023-24/</a>

**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

N.M.D. College, Gondia, the pioneering college of Gondia Education Society is committed to cater the needs of the rural and backward students of the district. This is one and only co-ed college in the fraternity of Arts and Commerce to provide higher

education in the whole city. The College is distinct in its own efforts. Majority of the students who get admission and are enrolled belong to rural areas. The College always strives to cater to the needs of the rural area students. One of the objectives of the college is to provide education to the poorest of the poor.

The Agro Exhibition is one of the distinctive features of College. Since an educational college is responsible for contributing in national development, keeping in view this the College organizes Agro-exhibition to provide an opportunity to local farmers to show their skills and products to the locals directly, to involve the participation of local public and students in the exhibition, to make people aware of the distinctiveness of their locality as far as the agricultural achievements are concerned and to provide a platform to honor the local farmers as far as the organic agro-products and crops are concerned.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

To implement the National Education Policy (NEP) 2020 effectively for the 2024-25 academic session, it is essential to ensure that faculty members thoroughly understand the policy's details in line with the parent university's directives. Faculty should be encouraged to remain current in their fields by participating in workshops, orientation courses, refresher courses, seminars, and conferences. These activities will help them update their knowledge and skills.

The institution also plans to install solar panels of 50 KW on the southern terrace to promote clean energy.

Gathering and analyzing feedback on the curriculum and teaching methods is vital for developing a strategic Plan of Action to improve educational quality. Faculty should receive regular updates on higher education quality parameters to stay informed about the latest standards.

In preparation for the 2024 NAAC accreditation cycle, the

institution will complete the Annual Quality Assurance Report (AQAR) according to new guidelines, which includes filing the Institutional Information for Quality Assurance (IIQA), paying the registration fee, and compiling AQARs from the past five years for the Self-Study Report (SSR).

Additionally, the Career Counselling Cell is organizing career counseling and placement drives to enhance opportunities for rural students. The institution is also working to establish an Alumni Association for financial support and is planning to create a dedicated canteen for N.M.D. College students in the next academic session.