



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		NATWARLAL MANIKLAL DALAL COLLEGE OF ARTS AND COMMERCE
Name of the head of the Institution		Dr. Rajani Chaturvedi
Designation		Principal(in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		07182252743
Mobile no.		9422134887
Registered Email		nmdcac1p@rediffmail.com
Alternate Email		iqacnmdcgondia@gmail.com
Address		Kudwa Road, Gondia
City/Town		Gondia
State/UT		Maharashtra
Pincode		441614

2. Institutional Status																															
Affiliated / Constituent	Affiliated																														
Type of Institution	Co-education																														
Location	Urban																														
Financial Status	Self financed and grant-in-aid																														
Name of the IQAC co-ordinator/Director	Dr. Dilip Kumar Jena																														
Phone no/Alternate Phone no.	07182252743																														
Mobile no.	9423384212																														
Registered Email	nmdcac1p@rediffmail.com																														
Alternate Email	ayeshashadab@gmail.com																														
3. Website Address																															
Web-link of the AQAR: (Previous Academic Year)	https://nmdcgondia.org/aqar/																														
4. Whether Academic Calendar prepared during the year																															
	Yes																														
if yes, whether it is uploaded in the institutional website: Weblink :	https://nmdcgondia.org/academic-calendar/																														
5. Accrediation Details																															
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B+</td> <td>76.05</td> <td>2004</td> <td>16-Feb-2004</td> <td>15-Feb-2009</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.68</td> <td>2013</td> <td>05-Jan-2013</td> <td>04-Jan-2018</td> </tr> <tr> <td>3</td> <td>B</td> <td>2.10</td> <td>2019</td> <td>09-Sep-2019</td> <td>08-Sep-2024</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B+	76.05	2004	16-Feb-2004	15-Feb-2009	2	B	2.68	2013	05-Jan-2013	04-Jan-2018	3	B	2.10	2019	09-Sep-2019	08-Sep-2024
Cycle	Grade	CGPA	Year of Accrediation	Validity																											
				Period From	Period To																										
1	B+	76.05	2004	16-Feb-2004	15-Feb-2009																										
2	B	2.68	2013	05-Jan-2013	04-Jan-2018																										
3	B	2.10	2019	09-Sep-2019	08-Sep-2024																										
6. Date of Establishment of IQAC			01-Jan-1970																												
7. Internal Quality Assurance System																															
Quality initiatives by IQAC during the year for promoting quality culture																															
Item /Title of the quality initiative by IQAC		Date & Duration		Number of participants/ beneficiaries																											

Career Counselling	22-Jan-2019 01	243
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institute	Salary	State Govt.	2019 365	40671917
Institute	Scholarship	State Govt.	2019 365	3403731
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

3

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

1. Encouraged students to contribute in the college magazine 'PRERANA' through creative writing like short stories, science fiction and informative Articles, Poems etc. 2. Arranged lectures on communication skills and personality development. 3. To create environmental and sociopolitical awareness among the students, organized Slogan, Speech and Debate Competitions on various days through NSS and NCC and other extension services activities. 4. Implemented PBASAPI format as per the changed guidelines of the parent university in Career Advancement Scheme of teachers for selfappraisal and helped the faculties to successfully undergo their CAS. 5. To increase the speed of academic as well as administrative audit, the college has adopted Cloud Software for implementation.

[View File](#)

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

Plan of Action	Achievements/Outcomes
<p>1. To reduce dropout rate of the students. 2. Encouraged student to participate in sport NCC, NSS and other extension activities. 3. Motivated and facilitated faculties to update themselves in their respective fields. 4. Feed back on curriculum and teaching. 5. Updating faculties regarding the quality parameters of higher education from time to time.</p>	<p>Continuous monitoring of student progression through regular attendant unit tests and reprise lash coated control depart rate of student to a large extant during academic session 201819. An adequate number of student participated in various cocurricular activities and more than 200 students represented the college at University State and National Level. All the faculties attended seminars, conferences and workshops of University State and National levels while some attended their due refresher and orientation courses.</p>
<p>View File</p>	

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
CDC	03-Apr-2018

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

Yes

Date of Visit

20-Aug-2019

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

20-Feb-2020

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)

The college has management information system in practice since the academic session 2015 and 2016 through the website www.dhemis.maharashtra.gov.in. It is used to keep data of the employees like their date of appointment, qualification and their

academic activities. It registers the employees who are Ph.D. or M. Phil Supervisors, records how many students are enrolled under them and how many of them have completed their work successfully. It keeps the data of courses offered by the college and record of the category wise students enrolled under various courses. It has the record of vacant posts and filled posts of teaching and nonteaching staff. It also keeps the data of physically handicapped (PH Category) students. It has the data of salary, finance and fees. It is further used to keep the record of library books, journals and online journals subscribed by the college. It has the record of scholarships given to the students enlisted by government for scholarship facility and Economically Backward Classes (EBC). Salary is updated in MIS every year in the months of October December. MIS data is linked to the parent university and Joint Director, higher education for ready reference. MIS also maintains the record of infrastructure like college building, playground, gymnasium, auditorium, seminar halls, class rooms and facilities for indoor and outdoor games.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Natwarlal Maniklal Dalal College of Arts and Commerce is affiliated to R.T.M. Nagpur University, Nagpur and it follows the university prescribed curriculum. The institution follows steps enlisted hereunder to ensure effective Curriculum delivery through a systematic way and documentation: * The Annual Academic Calendar is prepared according to the university calendar prior to the commencement of the academic year by IQAC. * Annual General Meeting is held under the guidance of Head of the institution to discuss various aspects at the beginning of the session like discussion on curricular and extracurricular activities, department wise activities, discussion on how the students would be guided properly and more effectively for their courses and other activities including competitive examinations and campus placements. * Hard copy of the syllabus of each subject is provided for the academic session to the students by the concerning teachers along with information of the availability of the soft copy in the university website. * Effective curriculum delivery is consolidated by a very conducive and supportive ambiance. excellent teaching-learning with remedial lectures, informal discussion with students regarding general facilities and making provisions of spacious classrooms, well equipped

computer and geography labs. *Arranging guest lectures for students through the departments to develop their socio-economic, cultural, human and environmental ethics. * The institutional central library provides various resources (Texts and online facilities of books and journal) to teachers and students for effective delivering of curriculum. Teacher provides study notes, supplementary reading resources beyond the textbooks. *Celebrating various national days and other programs through the departments. By these, activities we introduce students to the contribution of national leaders in development of nation and make them aware about their socio-religious aspects also. *As per the prescribed curriculum of the university and by taking the interest of the students into consideration, we put our efforts to make the students acquainted with the syllabus and the pattern of the university examination through the process of class tests, unit tests, class and home assignments, and students feedback. * Tutorials and extra classes conducted for poor students and slow learners to improve their performance. Faculty maintain their records of the regular attendance, daily diary, results and progress of the students are maintained and preserved by the respective departments. The institution motivates faculty members to attend Orientation, Refresher, and Short Term Course, as well as participation and paper presentation in seminars, conferences, workshops conducted by affiliating institutions, university and socio-economic forum for acquiring necessary skills for effective delivery of the curriculum. All the related documents of the academic activities are submitted to IQAC by the faculty members for documentation.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MA	History	30/03/2018
MA	Economics	30/03/2018
MA	Geography	30/03/2018
MA	English	30/03/2018
MCom	Commerce	30/03/2018
MCM	Commerce	30/03/2018
MBA	Management	30/03/2018
MA	Political Science (Affiliation Date :-04/11/1992	30/03/2018

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	Management	69
MCom	Commerce	67
MCM	Commerce	17
MBA	Management	39
BCom	COMP APPL	32
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>Feed back is obtained from all the stake holders like Students, Teachers, Non-teaching staff, Alumni and parents every year and analyzed for the overall development of the institution. To obtain feedback from the students, a questionnaire is prepared on various aspects of teaching learning process of the institution as a whole. These aspects are teaching skills of the teacher, understanding of the syllabus by the students and its timely completion,, library facilities, infrastructural facilities and suggestions of students on the whole process of teaching-learning and facilities. These feedbacks are obtained for every subject and responses are divided on four grades of one to four marks. Analyzing these feedbacks an average for all the subjects taught is calculated and placed before the administration while subject teachers can also go through the feedbacks. The teachers can rectify if they find any shortcoming in teaching learning process. The teachers can also see for themselves the hopes and aspirations of the students and adapt themselves as per the expectations of the students. The administration, on its part can issue important instructions to improve infrastructural facilities on the basis of feedbacks of the students. The college also organizes Alumni Meets and Teacher-Parent Meets to obtain feedbacks from alumni and parents. These feedbacks are incorporated for the overall development of the college on the basis of their merits. Similarly the college organizes employee meetings of both teaching and</p>

non-teaching staff and obtains their feedback from time to time. These feedbacks are further used for employee welfare schemes as well as for overall development of the institution.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
LLB	Humanities	120	115	115
BBA	Management	360	243	243
BCom	Commerce	820	802	802
BA	Humanities	920	718	718
MA	ECONOMICS	160	1	1
MA	ENGLISH	160	14	14
MA	GEOGRAPHY	160	12	12
MCom	Commerce	160	139	139
MCM	Commerce	160	28	28
BCom	Computer Application	360	134	134

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1999	431	28	12	30

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
30	14	2	7	4	6

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

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

Mentoring system has been implemented success fully in the college giving proportionate number of students or mentees to the faculties who play the role of mentors. The college has had 2430 students and 30 faculties during the academic session 2018-19. Hence each faculty is given responsibility of approximately 81 students. NMD college Gondia is located in the far east corner of Vidarbha region of state of Maharashtra. Gondia being a border district which touches the states of Madhya Pradesh and Chhattisgarh. Thus the area has an

amalgamation of culture and languages which sometimes leads to a confusing atmosphere between the communities which come from different socio-economic, linguistic and cultural backgrounds. In such situation we need mentors who understand students and their problems and help them personally to make them feel at home in the crisis situation. The mentors are in regular contact with the mentees and they solve their problems on day to day basis. To cite one such instance of mentor helping the student is about a student who got his house damaged and partially submerged due floods and the student being alone in the house lost all hopes and stopped contacting anybody and coming to the college. When his mentor found this absence and tried to contact the student he could understand his depressed mental state. The mentor personally went to the mentees house and with help of NSS wing restored his house and provided him financial help also. There are number of such instances where the students of extreme rural areas and poor background lose hope and decide to discontinue education due to financial problems and psychological trauma, the mentors come to their rescue and successfully help them out of such problems. Thus the college is efficiently implementing the guide lines of Mentoring System creating a better bonding between the teachers and students in the whole process of teaching and learning.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2430	30	81

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
58	30	28	1	21

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MBA	2	1 SEM	17/10/2018	16/02/2019
MCM	2	1 SEM	17/10/2018	16/02/2019
BBA	2	1 SEM	17/10/2018	16/02/2019
BCom	2	COMP APPL 1 SEM	17/10/2018	16/02/2019
MCom	2	1 SEM	17/10/2018	16/02/2019
MA	3	1 SEM POL SCI	17/10/2018	16/02/2019
LLB	3	1 SEM	17/10/2018	16/02/2019
BCom	2	1 SEM	17/10/2018	16/02/2019
BA	3	1 SEM	17/10/2018	16/02/2019

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college has adopted many major reforms in evaluation process of internal assessment both at UG and PG courses. Continuous Internal Evaluation system at the college level includes both formal and informal ways. The major reforms in evaluation process as introduced by university and followed by the college in respect of Continuous Internal Evaluation can be enlisted as under. ? To acquaint the students with exam pattern in each semester the college conducts the Internal Test on the line with University Examinations and after assessing the papers concerned teacher calls individual student and gives some suggestions, if any, required. ? CBCS introduced by the University for P.G from academic year 2015-16 wherein 80:20 patterns is followed. ? To develop depth in research ability of Student, a research project in the form of Dissertation is introduced in P.G. Course. ? The Internal Test for P.G. and U.G Students as a part of Internal Assessment. ? Doctoral and non-doctoral research projects, teaching etc. as a part of the Internal Assessment has been introduced by the College. ? At UG level for Practical Subjects college has adopted several major reforms to evaluate the performances of students such as Presentations, Visits, Maintaining Diaries of Visits, Preparation of reports on such visits, Participation in camps Organized by State Government, Seminars, panel discussions PPT presentations, use of audio-visual aids, group discussions etc. ? New paper pattern for CBCS courses wherein 80: 20 pattern is introduced in which 20 marks are for Internal Assessment consisting of marks for Seminars presentations, writing assignments, Law teaching , internal test etc. ? subject wise internal tests are also conducted by the concerned teachers as a part of evaluation. ? Apart from above the college consider Attendance, Discipline, Performance, Participation of Students in various activities of the college.

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

Before beginning of every Academic Year University prepares and circulates academic calendar to all its affiliated colleges for better management of academic schedule and examinations plan. The college taking in to consideration the calendar given by university prepares its own academic calendar every year. The governance and leadership of the college works on three tier basis starting from College Development Committee(CDC), the college administration and various committees formed by the CDC and the college administration. These committees consisting of teaching and non-teaching staff members execute the plans prepared by the CDC and the college administration. One of these committees is Academic Calendar Committee which prepares the calendar as per the guidelines of the university academic calendar and places it before the college administration for approval. The Academic Calendar consists of number of teaching months, programmes to be organized and days to be observed, internal tests, mid-term examinations, excursions and Industrial visits etc. The college conducts Continuous internal assessment (CIE) of students strictly adhering to the academic calendar prepared by the parent University.

2.6 – Student Performance and Learning Outcomes

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

<https://nmdcgondia.org/statement-of-psos-and-cos/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year	Number of students passed in final year examination	Pass Percentage
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			examination		
2	BCom	COMP APPL VI SEM	34	30	88
2	BBA	VI SEM	51	38	75
2	BCom	VI SEM	160	112	70
3	BA	VI SEM	79	31	39
3	LLB	VI SEM	29	11	38
3	MA	POL SCI VI SEM	65	55	85
3	MA	ENG VI SEM	5	0	00
2	MCom	VI SEM	66	57	86
2	MCM	VI SEM	18	2	11
2	MBA	VI SEM	40	28	70
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2.7 – Student Satisfaction Survey

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

<https://nmdcgondia.org/feedback/>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
View File				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
Department OF Political Science	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	LAW	3	6.26
National	POLITICAL SCIENCE	1	5.5
National	COMMERCE	1	5.5
National	PHYSICAL EDUCATION	1	5
National	HISTORY	3	5.5
International	LAW	1	5.5
International	COMMERCE	3	6.49
International	POLITICAL SCIENCE	7	6.5
International	PHYSICAL EDUCATION	2	5
International	GEOGRAPHY	1	5.5

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

Department	Number of Publication
LAW	2
POL SCI	1
COMMERCE	2

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						

[View File](#)

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	2	1	0
No file uploaded.				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Free House construction for Needy People	N.S.S. Dept.	2	125
Child Adoption	IQAC Cell	2	20
Free Medical Checkup for Girls	Commerce Dept.	6	200
Eye-CheckUp Camp	Sociology Dept.	2	150
Blood Donation Camp	M.B.A., Dept, N.C.C., N.S.S. Of N.M.D. College, Gondia	3	40
Legal Advice Camp	Law Dept., N.M.D. College, Gondia	3	125
Awareness Programme	N.M.D. College, Gondia	6	200
Cloth Distribution	N.M.D. College, Gondia	4	175
Food Distribution	N.M.D. College, Gondia	19	100
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
2nd Tafty Gas Internation Youth Games Sports Dt:- 01 Sep to 05 Sep. 2018	Surendra Mayaram Marathe (Gold Medal Winner)	Boys Senior Team events Athletics Nepal - 20 Km. Running	1
Run For Non Vilance Full Marathon Dt:- 02 Oct 2020	Vaishali sunil Mate (1st Prace Winner)	District Sports Officer District Police Officer Gondia	1
Run For Non Vilance Full Marathon Dt:- 02 Oct 2020	Padma Bhujmal Pache (6 Km. 3rd Place)	District Sports Officer District Police Officer Gondia	1

For N.S.S. Work	Best N.S.S. Work	University Level	1
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Tree Plantation	Forest. Dept.	Tree Plantation	2	175
Gender equality	Civil Court, Gondia	Gender Issue	2	150
Govt. Of India	Z.P. Nagar Parishad Sonpuri Gram Panchayat	Swachh Bharat Program	4	200
Aids Awareness Programme	K.T.S. , Hospital, Gondia	Aids Awareness	2	200
AWARENESS PROGRAMI	Gram Panchyat Dongargaon	Tree Plantation	5	40
AWARENESS PROGRAMI	Gram Panchyat DongargaonGram Panchyat Dongargaon	Swachh Bharat Program	5	50
AWARENESS PROGRAMI	Gram Panchyat KARANJI	Swachh Bharat Program	5	60
AWARENESS PROGRAMI	District Police Gondia	Run For Non Vailance	1	60
AWARENESS PROGRAMI	Trafic Control Branch Gondia	Road Safety Program	1	40
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	00
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Atulya Shiksha Foundation, Nagpur	17/08/2018	To provide knowledge about how to appear competitive exams.	138
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
No file uploaded.	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
LIBMAN	Partially	2.0	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	91442	10705627	1048	308246	92490	11013873
Reference Books	240	40250	20	5250	260	45500
e-Books	1	5900	0	0	1	5900
Journals	18	29650	7	7500	25	37150
e-Journals	1	5900	0	0	1	5900
Digital Database	0	0	0	0	0	0
CD & Video	0	0	25	1250	25	1250
Library Automation	1	50000	0	0	1	50000
Weeding (hard & soft)	0	0	0	0	0	0
Others (specify)	1	55304	0	0	1	55304

[View File](#)

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	159	130	159	2	2	15	14	40	0
Added	0	0	0	0	0	0	0	0	0
Total	159	130	159	2	2	15	14	40	0

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

40 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
200000	201112	1300000	1371453

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

College Development Committee (CDC) has been constituted for the development and the maintenance of infrastructure facilities and equipment. This is the supreme committee in college to take decisions for the development of academic and support facilities. This committee consists of members from management, teacher representatives, non-teaching staff representatives, eminent people from society from the fields of Education, Research, Industry and Social Service. Student council representative is also given place in the CDC as per the norms. CDC organizes meetings at least twice in a year. The meeting organized in the beginning of the session chalks out strategies regarding the procedures and policies for maintaining and utilizing physical, academic and support facilities of the college available in the form of laboratory, library, sports and games, computers and classrooms. At the end of the year CDC organizes another meeting to ascertain how far the chalked out programmes

implemented and materialized. There are various committees which work under this committee. College Core Committee College Core Committee is another very important committee which is responsible for overall development of the college and students. This committee is the bridge between CDC and other sub committees. College Building and Maintenance Committee College Building and Maintenance Committee is constituted by the college development committee and Internal Quality Assurance Cell of the college. This committee is responsible for the development of new infrastructure as per the requirement of various departments of the college. It also takes care of maintenance of building and other equipment available in the college. Purchase Committee Purchase Committee ensures optimal use of allocated funds to various departments for purchase of equipment, instruments, stationary. sports goods and other requirements to achieve their curriculum targets throughout the year committee approves purchase bills after prior approval and scrutiny.

<http://www.nmdcgondia.org>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	GOI	931	2583984
b) International	NIL	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
SELF FINANCING	01/07/2018	108	DEPARTMENT OF MBA, N M D COLLEGE GONDIA
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

2

2

1

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
ICICI Bank	162	18			
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	43	B.Com	Commerce	N.M.D. College, Gondia	M.Com
2018	21	B.Com	Commerce	N.M.D. College, Gondia	M.B.A.
2018	19	B.A.	Arts	N.M.D. College, Gondia	M.A.
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	4
No file uploaded.	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college had a regularly formed Student Representatives Council, consisting

of officially elected representatives from each class, which later send its representative to the University Students 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 Student Representatives Council was stopped almost for four years till 2017-18. Until 2013-14 the properly constituted Student Representatives Council worked in tandem with the administration and the academic staff and was actively involved in planning decision making and contributing to the overall functioning of the college. In the interim period from 2014-15 onwards i, 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 through 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. Students 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. The students manage most of the activities of these forums and handle various responsibilities like identifying speakers or guests, disseminating information, handling logistics and arrangements, etc. Several of the other bodies working in the college have students representatives on them. Student representatives are also nominated on the committees formed to deal with student grievances and concerns.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

We conducted alumni meeting twice in the year 2018-19 ,getting participation of 50 enthusiastic ex students who shared their experiences and gave feed back informally

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

1. Conducting Test Examinations and Internal Assessment. The semester pattern of university examination system takes place twice in an academic session. Prior to conducting the university level examination the college conducts mock tests on the basis of the university pattern of examination. The college also needs to conduct Internal Assessment Examination of 20 marks while the college conducts theory examination of 80 marks. The Internal Assessment Marks are sent to the university which prepares the final result comprising of Internal Assessment and University Examination. The college decentralizes the process of conducting Internal Assessment Examination and Mock Tests by distributing

responsibilities to the faculties and Heads of the Departments. The faculties are asked to frame question papers while the Heads prepare schedule of the examination. The result of Mock examination is shown to the students so that their weak areas are identified and remedial teaching is done for improvement of those areas. The students can also talk to their teachers about their score in the tests and what should be done to improve it. The whole process of conducting these examinations involves the principal of the college, HODs, faculties and non-teaching staff decentralizing the responsibilities. 2. Evaluation of Teaching Learning Process. The college is run on the basis of a three tier system of management. The College Development Committee (CDC) is the supreme body which initiates the evaluation of teaching learning process. The CDC comprises of representatives of management, principal and some senior faculties. 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. These committees and cells have different specific portfolios from organizing various curricular as well as co-curricular activities and solving grievances of the staff and students. One such important committee which plays a major role in evaluation of teaching learning process is Feedback Committee comprising of 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 performance of the faculties in the teaching learning process. The response of the students on the basis questionnaire and their suggestions for improvement in teaching learning process is obtained by the faculties who not teach that particular class, so that the students can have a free and fair assessment. The responses of the students are collected and analyzed by the Feedback Committee. The feedback is placed before the administration and the concerning faculties. Thus the whole process involves administration, faculties and the students for improvement of teaching learning process and it is a good example of decentralization and participative management. The college also has Alumni Association and Parent Teacher Association which organizes Alumni meet and Parent-Teacher meets from and obtain important feed backs and suggestions from the alumni and parents. These feedbacks and suggestions also prove invaluable in the evaluation of the teaching learning process.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	<p>CURRICULUM DEVELOPMENT The strategy planning is made by local managing committee 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 respective departments. Novel ideas are appreciated and implemented as far as possible. All type of academic and administrative activities are conducted by team work and various committees are formed to</p>

carry out the plan smoothly. Decisions are always made in consultation with local management and foundation committee. All kinds of facilities are extended to carry out the work.

TEACHING AND LEARNING 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 expertise of different faculty members related to different departments.

Healthy and academic atmosphere is created through promoting co-operation in the faculty members and departments by assigning them joint

responsibilities e.g. NSS and NCC units organize blood donation and tree plantation programme jointly every year. Similarly, as the institution is

multidisciplinary many of the interdisciplinary programmes and activities are organized with the purpose of sharing of knowledge, innovation, and empowerment of the faculty. The college has in its strategic plan of having research centers of different subjects and also has perspective of having ICT (informative and communicative technology) based class teaching rooms.

EXAMINATION AND EVALUATION Various examination committees are constituted for various respective UG and PG subjects for the evaluation of the

students at college level. **RESEARCH AND**

DEVELOPMENT The strategic plan has been materialize, and at present college has

Research centers in subjects of Commerce, Geography, Economics, English, and Political Science.

LIBRARY, ICT AND PHYSICAL INFRASTRUCTURE/ INSTRUMENTATION The perspective of having ICT based class rooms are materialized, and college is having Six ICT based class rooms for teaching and learning. Thus college is constantly upgrading its strategic plan and is striving to materialize the

same. The college has rich main library, and separate Law and Management Library wing. The Library Committee is setup, where all the heads of the respective departments and the college librarian under the committee takes efforts for enrichment of the college library. The

college has the following organizational structure including the following governing bodies/committees and administrative setup with their respective functions as follows

- 1 College Development Committee It functions for all the strategic plan and materialization of the same, for the institution.
- 2 College Core Committee It functions for all the directions and decisions to be implemented for the assigning and working of the college functions.
- 3 Purchasing Committee It recommends the purchasing of goods and services needed to the institution.
- 4 Sexual Harassment Cell/ Staff and Students Internal Complaint Cell It ensures the following of guidelines by various authorities, for safety of the students and staff. And also the internal complaints / grievances by students and staff is redressed by the cell at its level.
- 5 Anti Ragging Cell The cell looks after the prevention of ragging in all forms, in the institution.
- 6 Equal opportunity cell for Backward Minorities Students The cell ensures the Equal opportunity for Backward Minorities Students by implementing the various schemes of Governments for the same.
- 7 Students Welfare Committee The committee takes efforts for materializing all the aspects of students welfare.
- 8 Cell for Higher Learning Research Centre The cell is committed to have all the wide scope and all the necessary facilities of higher learning and research activities in various subjects.
- 9 Students council The committee coordinates with the university directions in this regard and had a student council in the college.
- 10 Games Sports Committee The committee provides a chance to capable students in areas of different sports, and at various levels.
- 11 Cultural Committee The committee provides for happening of cultural environment in the college by various activities.
- 12 Committee for Alumni Parents Association It arranges alumni meet and parent participation in the institution.
- 13 Campus Disciplinary Committee The committee ensures discipline in overall functioning of the institution.
- 14 Grievances Redressal Cell for students and staff The cell looks into the matter of

internal Grievances for students and staff, and tries to redress the grievance at its level. 15 Sexual Harassment Cell/ Staff and Students Internal Complaint Cell It ensures the following of guidelines by various authorities, for safety of the students and staff. And also the internal complaints / grievances by students and staff is redressed by the cell at its level. HUMAN RESOURCE MANAGEMENT The college is having Career Counseling, Coaching and Placement Cell which ensures the carrier enhancement of the students and a better opportunity by arranging the various campus recruitments for the students. INDUSTRY INTERACTION / COLLABORATION The college arranges study tour for students. In includes industrial visits to nearby Industrial units. Apart from it the college also has collaboration with many such units and campus placement for students in support of the said units. ADMISSION OF STUDENTS Admission Committees are setup in college for various admissions for various respective UG and PG subjects for the admission procedures.

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

E-governance area	Details
Administration	1. College Website- Orison.com Gondia. 7020698412 2.Biometric- Apex Automation and Security Systems, Nagpur Group SMS Somany Software, Nagpur 07122742838 3. CMS Software Somany Software, Nagpur 07122742838 4.CMS Software Somany Software, Nagpur 07122742838

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	NIL	NIL	NIL	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme	Title of the administrative training programme	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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	organised for teaching staff	organised for non-teaching staff			
No Data Entered/Not Applicable !!!					
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development Programme	1	04/12/2018	06/12/2018	03
Short term course	1	19/11/2018	24/11/2018	06
Short term course	1	01/10/2018	06/10/2018	06
REFRESHER COURSE	1	04/01/2019	24/01/2019	21
REFRESHER COURSE	1	05/12/2018	25/12/2018	21
REFRESHER COURSE	1	16/07/2018	08/08/2018	24
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	1	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
CONSUMER CO-OPERATIVE SOCIETY	CONSUMER CO-OPERATIVE SOCIETY	GOI SCHOLARSHIP

6.4 – Financial Management and Resource Mobilization

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

The college meticulously and regularly follows audit procedures for all its accounts and financial transactions. The audit is carried out by both internal and external agencies. Audits of the college as a whole are carried out every year mandatorily. The first instance of audit is the college accounts departments 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 checks and verifies the audited records of the college and seeks compliance if any discrepancies or lacunae are found. In the past five years the college has not faced any major audit objections from either the Joint Director of Higher Education or the Accountant General Office. 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 state government, the funding agencies and regulatory authorities like the UGC.

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

Name of the non government funding agencies /individuals	Funds/ Grants received in Rs.	Purpose
00	0	Nil
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

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

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

NIL

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

1. Motivated teachers for Ph.D. completion and enrollment and registration of Ph.D. courses for newly appointed teachers. 2. Motivated to teachers for participation in Seminar/conferences/Workshop. 3. Motivated teachers for FDP/Induction programme/OP/RC/and all other short term courses

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

1. Intensive efforts have been taken to improve the results of students and to reduce the dropout rate. 2. Library of the institution is purchasing books every year as per syllabus of various subjects/courses and enriched by adding fully automated E-library facilities for the students and teachers also. Library has taken subscription of Indian Bar Review, Bombay case reporter for law library. 3. Institution has signed MOU with D.B. Science college, Gondia. It is the only A NAAC accredited institute in this rural region.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	IQAC had taken Career Guidance seminar on the theme of Opportunities in Corporate World.	29/01/2019	29/01/2019	29/01/2019	250
2018	IQAC had invited to the ICIC Bank to organize interview	22/02/2019	22/02/2019	22/02/2019	100
2018	IQAC had also invited to the Jio Company to organise interview	13/03/2019	13/03/2019	13/03/2019	210
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Breast Feeding Week Celebration	01/08/2018	07/08/2018	80	0

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

Percentage of power requirement of the University met by the renewable energy sources
00

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
No Data Entered/Not Applicable !!!		

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva	Number of initiatives taken to engage with and contribute to	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
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	ntages	local community					
2018	1	4	07/07/2018	01	Swacchta Abhiyan Programme	Importance of Cleanliness	42
2018	0	0	19/07/2018	01	Tree Plantation Programme	Resource saving and environment protection	67
2018	0	0	19/07/2018	01	Swacchta Abhiyan Programme	Importance of Cleanliness	42
2018	0	0	10/02/2019	01	Ahinsa Daud	Importance of exercise and health. Promotion of world Peace	57
2018	0	0	10/02/2019	02	Utkarsh	Importance of recreational activities and social gathering	1500

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

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
National Unity Day/Youth Week Celebration	12/01/2019	19/01/2019	200

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

1. Most of the students come to the campus by bicycle. Even, the peons and other non-teaching staff members come to College through bicycles. 2. Some students and staff who comes from rural and outskirts areas use public transport like bus, auto, cab, train to reach College. 3. As mentioned earlier, we have also banned plastics in campus to make the college plastic free. There is a ban on using polythenes and other material of plastics in campus. Boards are displayed to show the use of plastic is not allowed. 4. With the advent of computers and electronics gadgets, everything is going paper less. We at our college have achieved 75 paper less as far as the circulation of notices, sending information to students through SMS and other work are concerned. 5. The trees are planted in vicinity to create pollution free environment. We have

a lush green lawn outside the college which put the four stars in the beauty of the campus. The college distributes saplings to the students so that they can plant them in their respective areas.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice – I Title of the practice: Development of Entrepreneurial Skills
Objectives of the practice: The following are the main objectives of the practice: 01. To develop the business and entrepreneurial skills among students. 02. To create the level of practical knowledge in students. 03. To aware the students about the practical world and the concept of limited resources. 04. To inculcate a scenario of 21st century and need of developing skills to survive in this competitive world. The context: The concept of this practice lies in the reality of practical world. To develop the entrepreneurial skills in the students, they are given a capital of Rs. 100/- with a task to maximize this capital through various business activities. Each team uses its Rs. 100/- corpus funds for various small businesses to maximize the capital. The practice: For this activity, the students are divided into three teams and best earning team is awarded a prize. The evaluation of the team is on the basis of the idea of business, execution of business, area served and profit earned. Evidence of success: There was a huge response, students from MBA department to learn the realism and working of money worked day and night to implement this activity. They processed various ideas and implemented it in college premises. They sold Tea, Coffee, Homemade cookies and various items to spread the message that no business is small. What you need is just an idea and execution. Problems encountered and resources required: 1. The University curriculum lacks practical skills and components. What business expects does not match with what students have. 2. Due to the limitation of funds, the students were able to generate only limited amount of profit. 3. The area confinement was another problem encountered during the whole activity.

Best Practice – II Title of the practice: SRI - Social Responsibility of Institute
Objectives of the practice: The following are the main objectives of the practice: 01. To implement the concept of social responsibility of Institutes. 02. To serve the society with the resources. 03. To serve the needy people and to conduct this drive in an effective way. 04. To rehabilitate child beggars. The context: Serving the people is a fundamental background behind this best practice. Gondia city is surrounded by many villages and sub-villages. Many people living around the city were found to be economically needy. With the idea of serving them, this practice by the Institute takes place where the clothes and various items are distributed to the Nomadic Tribe people. The practice: Distribution of clothes and necessary goods are provided by the Institute through the collection from various sources who voluntarily wants to contribute in this practice. This practice includes - • Providing financial help • Clothes and necessary items • Helping in their temporary settlement • Rehabilitation of child beggars Evidence of success: The activities under this practice receive huge response from the faculties and students. Every one according to their capacity, the clothes and other items. After collection, these items are distributed in a particular area. The evidence success of this practice can be marked and seen through photographs. Problems encountered and resources required: 1. Limited resources are the first problem which is encountered during and after implementation. Needy people are unlimited and the resources generated are limited. 2. Covering all areas is another problem. There are many areas where the Institute cannot reach due to limited availability of resources. 3. Time constraint is another element which somewhat and somewhere creates hindrance for the success of this practice.

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

7.3 – Institutional Distinctiveness

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

N.M.D. College, Gondia is 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 belongs to rural area. 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 and to carry forward it. The College provides free of cost education to backward classes. In this way, College contributes in rural development in the area of education. It is the beauty and distinctiveness of our College in one area as far as the vision, priority and thrust are concerned. The students from small villages come and get education. Even, the College adjusts its time as far as the classes and the outreach of students to classes in getting education is concerned. The college has second biggest library in the Vidarbha region. The students from each and every community studies here and we celebrate each and every day and festival to promote communal harmony. The college believes in Unity in Diversity. The college is itself in all in one college as far as the subjects and faculties are concerned. The College provides various degrees in Arts, Commerce, Management and Law. Under one umbrella except science, the College provides all courses like B.Com. B.A., MBA, M.Com. M.A., BBA, LLB and BCCA. It must be noted that in the same campus pertaining to science, the courses are available though the administrative unit is different. So, we are providing all sorts of facilities pertaining to academic arena, where students have the liberty to pursue courses of higher education of their choices. The College strives to produce entrepreneurs with a sense of social responsibility. GOI, National loan, Merit, political sufferer, open merit scholarship, scholarship for orthopedically handicapped, similarly free studentship education concession and EBC are provided to the students. The college has complete transparency in the admission process. Students are admitted as per the merit criteria. The college prepares merit list for some courses. The college ensures equality in the college by providing needed facilities to the student's of diverse classes and gender groups. To make teaching learning and evaluation process effective, major emphasis is given on new techniques of learning. Students are encouraged to carry responsibility for conducting various activities and programmes for their overall development. Agro Exhibition is one of the distinctive features of College. Since an educational institute is responsible for contributing in nation development, keeping in view this the College organizes this exhibition to provide an opportunity to local farmers to show their skills and products. This exhibition is organized to encourage the participation of local farmers and students in the exhibition. It is to make people aware about the distinctiveness of their region as far as the agricultural achievements are concerned and to provide a platform to honour the local farmers as far as the organic things and crops are concerned. To promote quality and excellence, teachers are motivated by management to participate in National, International and Interdisciplinary seminars and conferences. They are also encouraged to publish their works in reputed journal having peer review and impact factor. The college has augmented the advanced infrastructure such as software material library, facility of OPEC, advance computer lab, seminar hall, auditorium to keep pace with academic growth. Best possible practices are undertaken within the norms for quality assurance and sustenance. The Head of the College encourages the staff to carry out the different academics and cultural

activities. They are encouraged to participate in Orientation and Refresher Courses under Career Advancement Scheme of University Grant Commission. The College strives its level best to implement the directives of NAAC to imbibe in the different academic, curricular and extracurricular activities

Provide the weblink of the institution

<https://nmdcgondia.org/aqar-2018-19/>

8.Future Plans of Actions for Next Academic Year

The college is facing the problem of poor results and consequent high drop out rate. To overcome this problem the college has done a thorough research on the root of the problem and realized that the poor result is basically due to students belonging to nearby villages. These students lack language proficiency and not only fail in English subject papers but also in other subjects where understanding of concepts is important. The college is planning to design the teaching-learning process schedule in such a way that more weightage is given to language teaching and students are given opportunities to participate in the competitions where language skill is improved. The college plans to start Add-on Courses introducing ICT enabled Career opportunities to provide new avenues to students to increase their employability . The college plans to organize workshops and seminars with special emphasis on Personality and Soft Skills Development for students from Economically Backward sections. The college is aspiring to increase MOUs with the industries for training and development of students. The college plans to organize more number of seminars and conferences to give students and its faculties more exposure and opportunities of academic expansion. The faculties are encouraged to attend Short Term Courses to improve their skills related to teaching-learning process. The college is planning to strengthen its Research Center with more research based activities. To save electricity the college is planning to install solar panels on its huge rooftop to generate its own electricity. In its attempt to increase its community outreach programmes the college plans to identify the local needs of the society and industry. Since the city of Gondia is known as rice city it has good combination of agriculture and rice mill industry in the area. The college wishes to explore courses like Agriculture Geography and courses related to Rice Mill industry to help the society in general. The college is organizing Campus Placement Drives for the past many years, however it wants to increase the number of such drives by inviting more and more industries to help students to get employed while they are completing their studies.