



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

HUTATMA RASHTRIYA ARTS AND
SCIENCE COLLEGE ASHTI DIST.
WARDHA

- Name of the Head of the institution **Dr. M. M. Gaikwad**
- Designation **Officiating Principal**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **07156225817**
- Mobile No: **9119480041**
- Registered e-mail **hascashti@gmail.com**
- Alternate e-mail **akawarase66@gmail.com**
- Address **Near Rural Hospital Ashti**
- City/Town **Ashti**
- State/UT **Maharashtra**
- Pin Code **442202**

2.Institutional status

- Affiliated / Constitution Colleges
- Type of Institution **Co-education**

- Location **Rural**

- Financial Status **Grants-in aid**
- Name of the Affiliating University **RASHTRASANT TUKDOJI MAHARAJ NAGPUR UNIVERSITY, NAGPUR**
- Name of the IQAC Coordinator **DR. A. D. KAWRASE**
- Phone No. **9158030079**
- Alternate phone No. **9423420669**
- Mobile **9423420669**
- IQAC e-mail address **akawarase66@gmail.com**
- Alternate e-mail address **hascashti@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year)) http://hutatmaasc.org/aqar/AQAR19-20/AQAR_2019-20.pdf

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

- if yes, whether it is uploaded in the Institutional website Web link: <http://hutatmaasc.org/aqar/AQAR20-21/AcademicCalendar2019-2020.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C++	Nil	2005	28/02/2005	27/02/2010
Cycle 2	B+	2.52	2017	30/10/2017	29/10/2022

6. Date of Establishment of IQAC **01/07/2012**

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

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

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

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

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

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

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

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

- If yes, mention the amount

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

Organised "Home Visit's" to students' home as an initiative to inform about the college and conduct the online registration of students to college on the backdrop of a Corona virus outbreak.

Enhancement in ICT based teaching and development of e-content and study material for the students.

Organised skill development programmes / activities.

Organised various awareness programmes during Covid-19.

Initiative taken to develop a new college campus at new site.

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

Plan of Action	Achievements/Outcomes
Designing and implementation of annual plan for quality enhancement	Annual plan / calendar has been designed and implemented for quality enhancement.
To implement online registration for 1st year students and to organise "Home Visit's" in the nearby villages.	Online registration has been carried out free of cost for the students and Home Visits are also carried out as per the schedule.
Active participation in organising "Shahid Din", a prime and pious ceremony to commemorate supreme sacrifice of the freedom fighters from Ashti in the Indian Freedom Movement	Successfully shouldered the responsibilities assigned by the parent institution "Hutatma Smarak Samiti" to pay rich tribute to the martyrs of 1942 Freedom Movement.
Enhancement in ICT based teaching	ICT based teaching successfully enhanced. Online platforms used effectively during online classes serve the academic purpose.
To organise skill development programmes.	Skill Development programmes were organised for teaching and non-teaching staff on "Computer Application" Deptt. Of Home-Economics organised two programmes virtually.
To organise students sensitization programmes / activities.	The sensitization programmes were organised for students to make them aware of their social responsibility.
Documentation of the various programmes /activities of the college.	Documentation and reports of the activities programmes conducted have been completed for uploading on college website.
Preparation of AQAR	AQAR of the session 2020-21 has been prepared.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
CDC	06/05/2022

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	HUTATMA RASHTRIYA ARTS AND SCIENCE COLLEGE ASHTI DIST. WARDHA
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• Designation	Officiating Principal
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• Financial Status	Grants-in aid
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• Name of the IQAC Coordinator	DR. A. D. KAWRASE				
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• Alternate phone No.	9423420669				
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• if yes, whether it is uploaded in the Institutional website Web link:	http://hutatmaasc.org/aqar/AOAR20-21/AcademicCalendar2019-2020.pdf				
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13.Whether the AQAR was placed before	Yes

statutory body?	
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
CDC	06/05/2022
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2021	18/02/2022
15. Multidisciplinary / interdisciplinary	
<p>Our college is affiliated to RTMNU, Nagpur and follows the guidelines and norms laid by the affiliating university. The multidisciplinary and interdisciplinary undergraduate program may help in the improvement of all the educational outcomes with a flexible and imaginative curriculum approach. Multi and interdisciplinary is thus integral to holistic education and it is being integrated from the session 2022-2023 by the affiliating university. Our college shall abide by the curriculum and structure prepared and implemented by our affiliating university. In this regard and shall allow the students to enjoy such flexibility in accordance with their requirements. We shall adopt the multidisciplinary approach by enabling the students to have access to their chosen electives</p>	
16. Academic bank of credits (ABC):	
<p>As NEP 2020 focusses on individual development of the student by providing them the flexibility in the learning program through academic bank of credits. Academic credit mechanism will be adopted by the college as per the guidelines of the affiliating university and provisions in NEP. The credit transfer mechanism shall facilitate the students to choose their learning path to get a degree, diploma or certificate based on the principle of multiple entries and exit. The college will provide and facilitate the students' multiple exits and entry options in their academic programs. This is an innovative idea to earn and deposit credit through the National scheme like SWAYAM portal. The college will motivate the students to join the courses offered by SWAYAM and MOOC or other online educational platform approved by UGC to earn credits. The college will follow the</p>	

directions and guidelines issued by the affiliating university in this regard.

17.Skill development:

Ours is an affiliated college and has to implement the curriculum designed and provided by the affiliating university. The college is trying to introduce the certificate courses for skill development which would create skill-based employment opportunities. The proposals for the skill based courses on yoga and Health, Development of Basic Computer Application Skills, Development of skills for Competitive Examinations have been submitted to gain and enhance skills and ability leading to their holistic development.

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

Our institution feels the need of focusing on Indian ethos in terms of culture, traditions, heritage, customs, language, philosophy, history etc. and their significance and relevance in local context. The college organizes various co-curricular and extra-curricular activities in this context. Regarding the degree programs in the college, the medium of instruction is English for science and the regional language Marathi for Arts. However, practically, in order to percolate the desired knowledge to the students coming from rural and vernacular background, the college faculty have to resort to the local language, Marathi and Hindi as and when required in an informal manner. It is a fact that students learn the concepts more quickly if explained in their mother tongue. Therefore, the curriculum delivery in bilingual mode is already in practice.

However, lack of quality learning resources in vernacular language for the students of science program need to be overcome with simultaneous development of such resources for content delivery in mother tongue of the students.

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

The college tries to chalk out the program and course outcomes and the attainments are analyzed at the end of the academic year. Various modes of evaluation including class tests, seminars, viva-voce, project works, university examinations etc help in deciding the academic attainment of the students. This leads to better understanding of the curricular gap. The college tries to bridge this gap by conducting remedial coaching and also by organizing guest lectures and expert talks relevant to the curriculum. The

college collects feedback from the stakeholders which help to understand the problem areas and the solutions to be adopted.

20.Distance education/online education:

During the corona pandemic, the traditional teaching-learning process had to be switched mandatorily to online mode. Therefore, the college faculty are well conversant now with online mode of content delivery. The digital platforms like Zoom, Google classroom etc during pandemic has helped both faculty and the students to get familiarized with these modern tools. The college will try to integrate and continue the use of technologies for the regular classroom even during physical classroom teaching.

Extended Profile

1.Programme

1.1	16
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	370
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	325
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	135
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	18
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	23
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	10
Total number of Classrooms and Seminar halls	

4.2	464155.46
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	21
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution has a systematic mechanism of curriculum delivery. The curriculum, evaluation schemes and course objectives are prescribed by the university. In the beginning of the session, IQAC, after having thorough discussion with the principal and the head of the departments, prepares the Academic Calendar of the

college. Departmental annual plans and subjectwise individual teaching plans are prepared by the teachers. Regular internal assessment of students is carried out by conducting unit tests, viva-voce, class room seminars etc. The result analysis of the internal assessment and of the university annual examinations submitted by the departments to IQAC are reviewed by the Principal and then by CDC and if necessary, suggestions are given to the concerning teachers for improvement. For improving learning outcomes, remedial classes of weaker students are conducted for some subjects. Record of students' attendance, internal assignments and assessments are maintained by each department.

This year, owing to Covid-19 pandemic, for effective curriculum delivery, live and recorded lectures, PPT's study material are provided to students by using the online platforms like zoom, Whats App etc. For External evaluation the university conducted online examinations and IQAC through, examination committee, shouldered the responsibility of smooth conduction of examinations.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

Our college is affiliated to RTM Nagpur University, Nagpur and implements the curriculum and the academic calendar designed by the university and IQAC of our college prepares the academic calendar of the college accordingly. The comprehensive academic calendar includes program of admission process, national events/days celebration, schedules of internal examination, university examinations, schedules of curricular, co-curricular and extra-curricular activities, vacation dates etc. After finalization of academic calendar, it is displayed on college website and distributed to all the departments. College tries to adhere strictly to the academic calendar while conducting above mentioned programmes. Internal assessment including unit tests, class room seminars, assignments are conducted as per the schedule mentioned in the academic calendar. However, teachers are given liberty to make certain changes in the schedule to meet the situation arose.

Due to Covid-19 pandemic situation, the internal examinations, practical examination and college level examinations of the ex-students assigned by the university to the college are conducted online. Internal assessments, practical examinations and evaluations were carried out online and marks were uploaded on the university examination portal in stipulated time. The College Examination Committee and IQAC effectively implemented and monitored the continuous internal evaluation process.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://hutatmaasc.org/aqar/AQAR20-21/AcademicCalendar2019-2020.pdf

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

00

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

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

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

00

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

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

00

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

00

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

1.3 - Curriculum Enrichment

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

Issues related to gender equality, sustainability, human values, and professional ethics etc are integrated in the courses offered

by the college .Issues related to environment and sustainability are integrated into courses of subjects like Environmental studies, Zoology, Botany, Geography etc.Mandatory study of environment is prescribed in the university curriculum for B.A. II and B.Sc. II year students. The curricula of the subjects such as Political Science, Home Economics, Languages and Literature etc. are helpful in instilling gender equality and human values among the students. The college organises various sensitisation programmes and celebrates various important days of national and international importance .Republic day, Independence Day, Women's Day,Yoga Day, AIDS Awareness Day, Voter Awareness Programme, Cleanliness Drive,Tree Plantation, Martyr's Commemoration Day, Teacher's Day, Pulse Polio Campaign, Biodiversity Programme, Constitution Day, N.S.S. Day etc are some of them. These programs and activities organised by various college committies and departments immensely help to nurture and inculcate moral, ethical values in the students.Some skill development training programmes are also organised by some of the departments of the college.Programs for promotion of Gender equality, Women Empowerment, Environmental awareness activities and activities dealing with human values etc. are also organised by the college.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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

2

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

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

14

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

1.4 - Feedback System

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

B. Any 3 of the above

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

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	http://hutatmaasc.org/agar/AQAR20-21/feedbacks.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

720

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

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

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

294

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

2.2 - Catering to Student Diversity

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

It is of prime importance for any educational institute striving to achieve excellence is to identify respective learning levels of the students. Students from the diverse socio-cultural, economical and educational background are admitted to the college. Therefore taking into account the varied needs of the students, it becomes necessary to identify slow learners and advanced learners at the entry level. At the commencement of every academic year, the college conducts counselling session and orientation program for newly admitted students. In these sessions, college principal and the senior faculty members make students aware of the goal and objectives, code of conduct, classroom attendance, examination and evaluation system and the facilities available in the college. At the entry level, slow and advanced learners are identified through student's marks and achievement in the previous examination, class tests etc. For slow learners the institute provides:

1. Remedial coaching
2. Personal counselling
3. Tests/Tutorials
4. Question Bank
5. Home assignments
6. Extra Lectures

On the other hand, advanced learners are encouraged to participate in-

1. Departmental quiz competition
2. Competitive examination guidance session
3. Seminar
4. Online Open access resource NDLfacility

On the backdrop of Covid-19 pandemic, the college carried out these activities through online mode by observing guidelines given by the government.

File Description	Documents
Link for additional Information	http://hutatmaasc.org/aqar/AQAR20-21/CR221Doc.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
370	18

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

As our college is located in rural area ,students from the diverse socio-cultural, economical and educational background are admitted to the college. On this account, for active participation of students in the teaching learning process ,various methods including experimental and participatory learning as well as Problem-Solving method are employed.College has adopted various students- centric teaching-learning and pedagogical methods for enhancing the learning level of the students. During regular teaching, teachers employ experimental learning, problem - solving methodologies,organize classroom seminars, group discussions,assign project works, surveys, organize field visits, doubt session, face to face interaction etc. Due to Covid-19 pandemic situation some of the above activities were not carried out.

Experimental Learning-Laboratory experiments are conductedby various subject departments of Arts and Science facuties to develop and enhance experimental learimg approach amongst the students.Participative Learning- Teachers follow students- centric methods.Students are encouraged to participate in the activities such as class room seminars, group discussions ,viva voce, quiz etc. Learning through social participation is carried out by encouraging students to participate in various social awareness programs and activities . This year,these activities are conducted

through both online/offline mode on the backdrop of covid-19 pandemic. Problem solving method-During the doubt sessions, students' problems regarding the subject are solved.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://hutatmaasc.org/agar/AQAR20-21/CR231/Doc.pdf

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

The Information and Communication Technology (ICT) has undoubtedly introduced new ways of learning for students and teachers which help them in effective mutual interaction . The faculty members of the college are using ICT to improve the teaching -learning process. Different digital means available are integrated with traditional teaching and students are encouraged to learn and practice through interactive activities. LCD Projector/Computer/Laptops/Mobile systems are used in the classrooms. You-tube, Whats App , Zoom, Google form,recorded lectures etc. are used as platforms to teach, communicate and provide study material, making announcements, conduct test, upload assignment, make presentations, address queries and share information during the online classes on the backdrop of Covid-19.

The college library also provides access to computers and online journals available free of cost in public domain. Photocopying facility is also available in the library. Students' attendance, feedback are also received from the students and faculty members. Some faculty members also record the lectures on the different topics in prescribed texts and send to the students on the college Whats app groups of the different classes. This year college teachers effectively used ICT tools for effective teaching - learning during online and offline mode of teaching.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://hutatmaasc.org/agar/AQAR20-21/CR232/Doc.pdf

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

17

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

2.4 - Teacher Profile and Quality

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

18

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

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

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

12

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

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

2.4.3.1 - Total experience of full-time teachers

456

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The college has implemented internal evaluation process as per norms and guidelines of Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur. The academic planning committee and examination committee prepare the internal theory and practical examination time table as per university examination circular. It is communicated to students on WhatsApp group, displayed on notice board and distributed to each department. Due to covid-19 pandemic lockdown, the internal examination of odd and even semesters (Academic year 2020-21) for B.A. and B.Sc. program were conducted online through Google form and WhatsApp. The internal theory and practical examination schedules were communicated to students on their department wise separate WhatsApp groups. The teachers shared necessary guidelines in this regard to students on WhatsApp groups. The internal theory and practical examinations were conducted through WhatsApp Group as per time table. The practical viva voce was conducted by using zoom online platform. The internal evaluation was carried out as per examination circular given by the parent university. The internal examination marks are

submitted online to university examination portal through college login . Hard copies of marks filled up were also submitted to the College Examination Cell of the university.

File Description	Documents
Any additional information	View File
Link for additional information	http://hutatmaasc.org/aqar/AQAR20-21/CR251 Doc.pdf

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

The internal examination grievances related to assignment submission, class tests, seminars, projects and practicals , viva voce etc are resolved at college level by the head of respective departments. Incorrect internal marks entry , if any, or technical issues encountered by students during online examinations conducted by the university amid Corona virus spread werere resolved by the head of the college examination committee by communicating with the university examination section immediately. The grievances related to the university external examination like mistaken absence of examinee, incorrect mark entry, hall ticket issues, mistakes in name and subject are resolved by college examination committee. During Covid-19 lockdown, the external theory examination question papers were set at the college level and the examinations were conducted by the collegeat its level through Whats App , a social media platform.. For this,Whats App groups were created by examination committee and examinations were conducted as per the prepared time table.The technical issues werere resolved by the examination committee.Those students who faced some technical problems like poor internate connectivity in their villages during the online examination were allowed to take examination offline at the college by following SOPs of Covid-19 pandemic.

File Description	Documents
Any additional information	View File
Link for additional information	http://hutatmaasc.org/aqar/AQAR20-21/CR252 Doc.pdf

2.6 - Student Performance and Learning Outcomes

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

The college is affiliated to Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur and follows the curriculum prescribed by the university from time to time. The outcome based curriculum of each subject is designed by the university . All Programme Outcomes (POs) and Course Outcomes (COs) have been displayed on college website for the knowledge of various stakeholders. The Programme Outcomes and Course Outcomes are intimated to students at the time of admission during counseling and the initial lectures in the classes by the teachers and various opportunities after completion of programme are also explained. Various activities related to Programme outcomes are conducted by the concern teachers. This year, competitive examination guidance for students has been conducted by Competitive Examination Guidance Committee.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://hutatmaasc.org/agar/AQAR20-21/CR261Doc.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

The method employed by the college for the evaluations of program outcomes and course outcomes are as follows:

The evaluation is carried out through internal and external examinations. The formative assessment is carried out including unit test, assignment, class test, seminar, and project work .Academic progress of students in this regard is monitored by each teacher as well as by the head of department. The summative assessment includes university theory examination and practical examination. Average attainment in direct method is equal to attainment in university examination (80%) + Internal examination (20%). Indirect assessment method includes employability and progression to higher education. After declaration of result ,each department analyzes the result of students and the low performing student are guidedto improve their performance in next examination. The college organizes various extension activities through NSS to get outcomes like social awareness, skill

development and inculcates some moral attributes . The Programme outcomes and Course Outcomes are evaluated through another method such as performance of students in co-curricular, extension , and extra curricular activities conducted by NSS ,cultural , physical and other departments. Concerned teachers also observe the students' performance in these activities and evaluate through observation and interaction with students.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://hutatmaasc.org/aqar/AQAR20-21/CR261Doc.pdf

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

110

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://hutatmaasc.org/aqar/AQAR20-21/CR2632Doc.pdf

2.7 - Student Satisfaction Survey

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

<http://hutatmaasc.org/aqar/AQAR20-21/SSSurvey20-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

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

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

00

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

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

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

2

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

19

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

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

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

00

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

3.3 - Extension Activities

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

Extension activities are carried out by the college in the neighborhood community for sensitizing the students to social issues contributing to their holistic development . Our college

conducts extension activities in the rural and slum areas .These programs aim at connecting the higher education institution with the society .Participation of students in these activities help to develop a comprehensive outlook and inculcate leadership qualities in them so that they shall become responsible citizens in future with moral attributes. This year, owing to pandemic,the college N. S. S. unit and other departments could not conduct all the activities as planned earlier but some of them could be conducted.During pandemic period ,N.S.S. volunteers of our college provided face masks to the nearby needy villagers and also provided grocery items to some needy people from the economically weaker section of the society by following the Covid SOPs.The volunteers actively participated also in disseminating awareness regarding precautions to be taken during pandemic .Our NSS volunteers actively participated in Yoga Day Celebration, Pulse Polio Camp, Arogya Setu- Health Awareness Program ,Plastic Eradication ,Village Sanitation Programme etc. Such activities surely help in sensatizing students to social issues and prepare them for shouldering social responsibilities.

File Description	Documents
Paste link for additional information	http://hutatmaasc.org/aqar/AQAR20-21/ExtensionActivities.pdf
Upload any additional information	View File

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

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

1

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

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS

awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

6

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

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

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

232

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

3.4 - Collaboration

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

1

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The physical infrastructure of the college to support teaching learning process includes main campus spread over 3852.3 Sq. Mt. with built up area of 2070.2 Sq. Mt. Separate laboratories for the subjects having practicals from Science and Arts streams and offices for NSS and Physical Education departments are available. The college has adequate number of class rooms, two of them are furnished with ICT facility and also has girls' common room, staff room, canteen, drinking water facility, toilets for students and staff and a small botanical garden. The college library has student reading room, newspaper gallery, M-OPEC, internet and other supportive facilities. The college offers an indoor game facility for some games. For outdoor games, the

playground owned by the state government is made available to the students. The facilities of multimedia like K-Yan, OHP, LCD Projector, internet with broadband are available..

The college has planned to construct ,develop and provide a new campus with all necessary and modern academic and infrastructural facilities on its own 1.75 hectors of land to the students from rural and tribal area and thus to impart quality education and state of art facilities and services. . The official process of conversion of agriculture land to non-agriculture status for academic purpose has been completed.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://hutatmaasc.org/agar/AQAR20-21/infrastructure.pdf

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

Cultural Activities: Various cultural activities are carried out in the college with active participation of college students and the staff. The college has sound / music system to be used for cultural and other activities.

Sports :College has been participating in university level sport events regularly. In sports, our college provides some indoor and outdoor games facilities to the students.

For Outdoor Games :A playground is available for Volley ball and Kabaddi in the college campus. For atheletics, cricket, badminton, double bar, single bar etc., the spacious ground owned by the state government is made available to the students.

Indoor Games: Facilities for the games like Chess, Carrom, Table-Tennis etc. are provided to students.

Gymnasium: Gymnasium for students and staff is available. It has physical workoutequipments like bench press, weight lifting set, butterfly peg deck, 4 station multi-gym, dumbbells, chest expander, arm curler, body vibrator, tread mill (jogger), stationary cycle ,Gym ball etc.

Continued Adult Education, Extension and NSS Department: College has Continued Adult Education and Extension unit of 120 students and has NSS unit of 100 students. NSS volunteers carry out extension activities. A special residential camp is organized at nearby village every year by NSS unit..

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://hutatmaasc.org/aqar/AQAR20-21/infrastructure.pdf

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

2

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

2

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://hutatmaasc.org/aqar/AQAR20-21/ICT.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

2.14

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

4.2 - Library as a Learning Resource

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

Library is automated through Library Management System Software (LIBMAN). The college library is partially automated since 2012. Upgraded Cloud based library software LIBMAN is in use since 2019. The Library Management Software consists of modules like Book Accession, Classification, Catalogue, Administration, M-OPAC etc. is in use. The details of library software are as follows.

ILMS software: "LIBMAN" Comprised of library Cloud Based ERP CMS (Centralized campus Management System) installed.

- Link: libcloud.mastersofterp.in
- Nature of automation (fully or partially) : Partially
- Version -
- Year of Automation: 2012, Cloud Based Library provides MOPAC Mobile App facility to students & faculty members to have access to books by Author, Title, Subject, accession numbers.

Library accession register is divided in 4 Accession Series.

1. SR Series- 5820 Books,
2. UGC Series-1134 Books,
3. MRP Series-65 Books and
4. DNT(Donate)-12 Books.

Total no. of accession register entry of books :- 7031 Books

Due to COVID-19 pandemic, the library was closed down from 17 March 2021 for visitors. Hence, number of visitors per day could not be calculated. The library has 01 reading room, 01 Internet Service Section, 01 Text Book Section, 01 Store Room, and 01 Reference book section in Librarian's cabin. Library provides

Reprographic service to the students and faculty members.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://hutatmaasc.org/departments/Library.pdf

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

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

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

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

0.26224

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

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

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

0

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Internet service is available in the college for the faculty and the students. There are 21 computers with the facility of internet out of which 16 computers are available for students and teachers and 03 computers are in college office use. Computers are available for staff in a computer science laboratory, in some of the departments and in the college library. The teachers take help of ICT resources and internet for academic, administrative and other purposes. Multimedia projectors are available which can be used by faculty members as and when required. The internet facility is available for the students. They can browse and download the required information and data. The college has provided BSNL high speed internet connection to library. The facility of multimedia like K-Yan, OHP, LCD Projector is used by some of the staff members whenever required. The college has internet facility with broadband.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://hutatmaasc.org/agar/AQAR20-21/CompuLabICT.pdf

4.3.2 - Number of Computers

21

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

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

4.54

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

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

There is a procedure and policy for maintaining and utilizing physical, academic and support facilities. The college laboratories are regularly maintained by the laboratory attendants and assistants under the guidance and supervision of the head of the respective departments. The funds are made available for maintenance of the laboratories and classrooms as per the budget allocated. The maintenance and cleanliness of the laboratories, classrooms, lavatories etc. are done by the concerning regular staff of the institute and also by hiring support services from outside from time to time. The repair and maintenance and updating services for computers and software are outsourced. The services agreement to this effect has been signed with Maitri Computers Sales & Services Ashti, Tah. Ashti, Dist. Wardha .The college librarian supervises the maintenance of the college library. The regular maintenance of the electrical and plumbing components in the campus is done by hiring the services of the local experts as

per need . Repairing and maintenance of the computers, ICT facilities, reprographic machine etc. and atomization are done by hiring the services of the local and outside experts and professional service providers. The expenditure is met from yearly allotted budget approved by College Development Committee.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://hutatmaasc.org/agar/AQAR20-21/AMC.pdf

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

162

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

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

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

0

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	B. 3 of the above
---	--------------------------

File Description	Documents
Link to institutional website	http://hutatmaasc.org/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year
16

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year
54

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student	A. All of the above
--	----------------------------

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

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

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

5.2.2.1 - Number of outgoing student progression to higher education

9

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

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

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

1

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

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

0

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

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

Due to the Covid-19 Pandemic, the teaching-learning process was carried out in online mode. Most of the curricular, extra-curricular and co-curricular activities were conducted through online mode. The Student Council has been constituted by considering highest marks scored by the student in previous qualifying examination to select the class representatives of the students and due representation has been given to different categories of the students in the council as per the guidelines and directions of RTM Nagpur University, Nagpur for the session 2020-21. There are some other college committees duly represented by the students representatives like Internal Complaint Committee (ICC), Internal Quality Assurance Cell (IQAC), Library Advisory Committee etc.

File Description	Documents
Paste link for additional information	http://hutatmaasc.org/agar/AQAR20-21/committees.php
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

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

2

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

As there is no registered Alumni Association with our institution, no financial support was taken from the alumni. However, our college alumni always provide their guidance to our students and also visit the institution whenever possible and whenever requested on different occasions and participates in organising various sensitization and awareness programs.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Our vision is to provide higher education to the students from rural and economically weaker section of the society. We are committed to inculcate patriotic spirit, human values and sense of responsibility towards society and nation among the students and also to bring about their holistic development. Our mission is to provide education to all and to achieve academic excellence through quality teaching-learning process, co-curricular and extra-curricular activities. Our institution is governed by Hutatma Smarak Samiti, Ashti, founded to commemorate the supreme sacrifice of the freedom fighters from Ashti in '1942-Freedom Movement'. The management, the principal and the faculty members strive together for implementation of the academic and other policies decided by the College Development Committee in consultation of the college IQAC for imparting quality education and providing academic and

other facilities to the students. IQAC, under the guidance of the principal, works to carry out effective and result-oriented teaching-learning process and organises a host of co-curricular, sensitisation and extension activities for the students by assigning the responsibilities to the faculty members and various committees in the college to achieve its goals. In recent times, the college strived to take up the challenge of online teaching, e-learning and which has been effectively carried out amid the corona virus outbreak and lockdown. The proactive leadership of the management and the principal, supported by the faculty members, ensure the fulfilment of vision and mission of the institution.

File Description	Documents
Paste link for additional information	http://hutatmaasc.org/aqar/AQAR20-21/committees.php
Upload any additional information	View File

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

Institute believes in collective leadership and participation. To promote and develop a participative work culture and to rationalize the concept of decentralization and participative management, the principal forms various committees to carryout various academic extension, extra-curricular and co-curricular activities. Due freedom is given to the staff members while planning and executing various programmes and activities. The college has constituted the College Development Committee comprised of various stakeholders to discuss key issues, both academic and non-academic and discusses and approves the major decisions pertaining to academic, infrastructural, administrative and financial aspects. Various committees headed by teachers and represented by the students and other stakeholders, if necessary, function under the guidance of the Principal of the College. The college IQAC and other committees are the apt examples of decentralization and participative management. To promote decentralization and participative management, the college IQAC formed Criteria Committees of the teachers. The criteria of NAAC are distributed among them. These committees work under the guidance of IQAC and report the developments data collection to IQAC from time to time. The admission procedure is thoroughly carried out by the college Admission Committee .Issues related

examinations were handled by the Examination Committee to ease the burden upon the office administration.

File Description	Documents
Paste link for additional information	http://hutatmaasc.org/agar/AQAR20-21/committees.php
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

In the beginning of the academic year, the action plan is prepared by IQAC under the guidance of the principal. On the backdrop of Covid-19 pandemic, SOPs, as precautionary measures, were made mandatory by the government. The college decided to integrate technology in the teaching-learning process more effectively and thus to facilitate academic delivery. The teachers are expected to be more of a facilitator and mentor than just a full time tutor and so students' counselling and moral boosting during grim situation of Covid was primarily focused along with the routine academic activities. Owing to pandemic, college couldnot implement its strategies effectively up to mark. However, through online and offline mode, variety of curricular and co-curricular and extention activities were organised. Some of them are-

- VirtualTour of "Butterfly Garden, Dubai" on 8/10/2020
- Celebration of birth and death anniversaries of the national heroes through online platform.
- E-Workshop as a part of skill development programme on "Cake Making" on 8th March 2021.
- Skill Development programme on "Advance Computer Applications" for teaching and non-teaching staff members on 6/3/2021 and 8/3/2021.
- Enhancement in ICT based teaching.
- Online session on "Yoga and Meditation"
- Celebration of the days of national and international importance

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://hutatmaasc.org/aqar/AQAR20-21/StrategicPlan.html
Upload any additional information	View File

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

Executive Body : The Executive body of seven members of Hutatma Smarak Samiti, Ashti governs the college.

Principal: Principal is the head of institution and act as an administrative officer and member secretary of CDC. He is assisted by IQAC in implementation of academic policies for quality enhancement.

College Development Committee: It comprises of 15 members including President and Secretary of the management body, teaching and non-teaching staff representatives, local member, IQAC coordinator, student representative, Principal as the member secretary. .

Internal Quality Assurance Cell: IQAC plays a significant role in quality enhancement and comprises of 20 members including principal, nominees from the management and local society, representatives of teaching and non teaching staff , students, industrialist and the coordinator of IQAC

Head of Department: is a head of academic and administrative responsibilities of the department and reports to principal.

Office Head Clerk: He has administrative responsibilities in office work. Senior clerk, junior clerk, peon, etc. work under his supervision .

Librarian: Librarian is a head of the library and provides different library resources to students and faculty members.

Committees: The College has formed different committees, comprised of the management representatives, faculty members, non-teaching

staff members, students, alumni etc.as per the nature of the committee.

File Description	Documents
Paste link for additional information	http://hutatmaasc.org/agar/AOAR20-21/committees.php
Link to Organogram of the Institution webpage	http://hutatmaasc.org/organogram.php
Upload any additional information	No File Uploaded

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

C. Any 2 of the above

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

6.3 - Faculty Empowerment Strategies

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

The teaching and non-teaching staff is provided group and individual insurance scheme benefits. Reimbursement of medical bills facility by state government is made available to all the employees. Maternity and paternity leaves, casual leaves and other admissible leaves are granted to all the employees. The teaching staff members are granted duty leave to participate in various research and carrier advancement oriented programmes and courses sponsored by UGC-MHRDC and other agencies. The non-teaching staff is provided financial assistance for college and university work etc. The college acknowledges the academic and other achievements of teaching and non-teaching staff.

File Description	Documents
Paste link for additional information	http://hutatmaasc.org/aqar/AQAR20-21/WelfareMeasures.pdf
Upload any additional information	View File

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

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

2

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

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

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

2

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	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

9

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Every academic year, the faculty members are asked to fill the appraisal reports as per the UGC norms and submit to the IQAC with supportive testimonials. These performance based appraisal reports reflect the details of refreshers/orientation Courses/Workshops,

seminars, conferences, symposia etc. that the teacher attended, teaching and administrative works performed during the academic session, research and publications carried out etc. It also reflects the involvement of teachers in curricular, co-curricular and extra-curricular activities. The performance based appraisal system for non-teaching staff is implemented. Confidential Reports are also prepared by the Principal.

File Description	Documents
Paste link for additional information	http://hutatmaasc.org/agar/AQAR20-21/635.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Financial audit of the accounts is an important process and is strictly followed by the college. The internal and external financial audits are regularly conducted. The budget and other financial matters are put before the College Development Committee for discussion and approval. The account of expenditure is maintained by head clerk as per the guidelines given by the principal and the authorised auditing office of the institute. The internal audit is carried out by Mr. Ruprao Pawar, Meherbaba Financial Services, Arvi Dist. Wardha.

The College provides all necessary inputs to the internal auditor. The audit report is discussed in CDC meeting for queries, if any, and approval. The updated internal audit statement is then made available to the Chartered Accountant. The college has outsourced M/S C.A.P. and Company, Chartered Accountant, Amaravatito finalise the internal audit. The audit report of the financial year 2020-2021 has been approved by CDC in its meeting held on 10/09/2020 as per resolution no. 05.

The external audit is carried out by the office of the Joint Director, Nagpur Division, Nagpur.

File Description	Documents
Paste link for additional information	http://hutatmaasc.org/agar/AQAR20-21/Audit Report.pdf
Upload any additional information	View File

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

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

0

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

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

The college tries to make optimal utilization of its resources. The head of all the departments are asked to place their departmental requirements. This is to ensure timely routine maintenance and upgradation of laboratories, library, digital facilities, classrooms, equipments and other facilities. The principal asks for requirement lists to be submitted by the head of departments and are placed before the College Purchase committee. The purchase committee demands quotations from external agencies and places order. The budget is prepared annually for creating, enhancing and upgrading physical and academic facilities. The utilization of budget is monitored by CDC. Annual budgetary plan is prepared each year. The mobilization of funds is done out of the cash inflow from the college fees and from self-finance course. In optimal utilization of resources, priorities are given to the things which are necessary in making teaching-learning process effective and efficient. Even in the COVID-19 lockdown maintenance of computers were made for smooth functioning.

File Description	Documents
Paste link for additional information	http://hutatmaasc.org/agar/AQAR20-21/CDCMeetings.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The college IQAC has adopted some practices and strategies for institutionalization of quality assurances as follow :

- Preparation of action plan and academic calender
- Formation of Various Committees to shoulder various responsibilities.
- Implementation of the annual action plan
- Initiative in organising various student-centric activities
- Encouragement to the faculty members to achieve academic excellence.

Two practices institutionalised as a result of IQAC initiatives:

On the backdrop of the Covid-19 pandemic restrictions ,IQAC organised "Home Visits" , the college at student's doorstep programe to help the students avoid their commuting to college for registering their names for admission and also to provide them necessary information about the college.On the spot online registration, documents collection of some students and briefing regarding necessary information about the college were carried out by observing Covid-19 SOPs.

- IQAC took initiative in successful conduct of university examinations of the college ex-students and external students through online mode. The college examination committee under the guidance of IQAC formed the Whatsapp Groups of the examinees and succesfully conducted the online examinations.
- Further, IQAC took initiative in integrating technology with curriculum delivery during the grim situation of Corona Virus outbreak. Teachers were encouraged to use various online platforms to complete the academic activities.

File Description	Documents
Paste link for additional information	http://hutatmaasc.org/
Upload any additional information	View File

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

The institutional reviews and implementation of teaching-learning reforms facilitated by IQAC are as follows:

The feedback and Review of Learning Outcomes:

The feedback is an important part for assessing the teaching-learning process. IQAC has taken feedback of various stakeholders focussing on various aspects . The shortcomings are traced. College tries to overcome them.

The students learning outcomes are reviewed through internal evaluation and university examinations. Results are analysed and submitted to IQAC.

Remedial Classes and Enhancing use of ICT in teaching-learning:

This year, the Covid-19 pandemic completely paralysed the traditional teaching-learning process. The student-centric activities could not be conducted with physical presence. To overcome it, IQAC took initiative and encouraged the faculty members to make use of the online mode for teaching purpose.

Online Remedial Classes for the slow learners in some subjects and extra classes were also conducted for some students.

Post accreditation quality initiative through IQAC

- Enhanced the use of ICT in teaching.
- Remedial classes for slow learners.
- In the Library, LIBMAN Cloudbase upgraded software was installed ,M-OPAC and NDL facility are made available to students.
- Process of developing the second campus is in progress.

IQAC closely monitors academic planning, syllabi completion,

internal evaluation for effective teaching-learning process.

File Description	Documents
Paste link for additional information	https://www.hutatmaasc.org/aqar/AOAR20-21/feedbacks.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://hutatmaasc.org/aqar/AOAR20-21/Annual%20Report%20Celebrations.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Institution shows gender equality and sensitivity in providing facilities such as.

Admission Policy

Our college provides equal opportunity and promotes gender diversity in the admission policy and pays special attention in

admitting girl students.

Visit to Parents

The college teachers carry out home visits and communicate with parents and students especially with girls students aspiring for higher education. This year, by following the covid-19 protocol, the teachers provided the girls students relevant information about the institute and resolved their queries at their door step during Home Visit program..

Safety and Security

The Institute believes in gender equality and makes effort towards gender sensitization. For the safety of girl students, Internal Complaint Committee and Sexual Harassment Committee have been formed. It is a good that no complaint has been lodged by any girl student. Programs are organized to propagate moral values among the students. and to bring about their sensitization.

Counselling :-

The female teaching faculty in particular are advised to counsel girl students to make them aware of sexual harassment either collectively or individually in cordial and cooperative manner.

The college has a common room for girl students with first aid facility. Sanitary pad vending machine is available for girl students.

File Description	Documents
Annual gender sensitization action plan	http://hutatmaasc.org/aqar/AQAR20-21/GSAP.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://hutatmaasc.org/aqar/AQAR20-21/WSF.pdf

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-

C. Any 2 of the above

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

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

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste management

The institute has a small botanical garden. The dried leaves or plant clippings, certain amount of grass waste collected from garden and from open spaces are put in the compost pit constructed in the garden area to prepare compost manure.

The institute facilitates several methods for the management of degradable and non degradable waste.

Dustbins are placed at various places in the campus to collect solid and liquid waste which is then disposed off at identified places for recycle and manure conversion.

Liquid Waste Management :-

All the liquid waste from washrooms and other places is drained out properly through proper drainage system.

Hazardous chemical waste Management :-

Hazardous chemicals like concentrated acids and bases of Dept. of Chemistry, Dept of Botany, Dept. of Zoology are segregated in different containers identified and disposed off collectively at a central place.

Biomedical waste management :-

The biomedical waste collected from our college campus, including used sanitary napkin, cotton, needles, bandage patti etc. is handed over to Rural Hospital for its disposal every week.

E-Waste management

The college has minimum e-waste. The waste if any is sold to vendors for recycling.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	http://hutatmaasc.org/aqar/AQAR20-21/infrastructure.pdf
Any other relevant information	View File

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

C. Any 2 of the above

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

<p>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</p>	<p>A. Any 4 or all of the above</p>
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

<p>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</p>	<p>D. Any 1 of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

diversities (within 200 words).

Our institute has always been striving for sensitizing students to the cultural, regional, linguistic, communal and socio-economic diversities of the state and the nation. Various programs like The Constitution Day, Minority Rights Day, Martyrs Day (Shahid Din), Kranti Din, Yuva Din, Yoga Din, Marathi Bhasha Din, Mahila Mukti Din etc are organised as part of efforts in this direction. The faculty members organise programmes that also promote harmony towards cultural, regional, linguistic and social diversities.

Teachers while taking classes ensure that class room discussions would reflect respectability to all and encouraging students to participate. Our students coming from rural area belong to different caste, creeds and social identities. Under the able direction of the teachers, various activities are organised ensuring participation of all the students without dominance of any particular group and discrimination or bias. Our college take up special orientation / welcome programme for the new students of B.Sc. and B.A. every year in the beginning of the academic session to bring them home the values of an inclusive environment and the role of cross-cultural communication.

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

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

Our institute sensitizes the students and the employee of the institution to the constitutional obligations, values, rights, duties and responsibilities of citizens which enables them to conduct as responsible citizen. The institute organizes programs about the national identities and symbols. Moreover, these are aimed at familiarising its stakeholders about fundamental duties and rights. College celebrated :

1. Anniversaries of national heroes

2. Days of national and international importance

3.Organised programs/activities for social sensitisation:

- a. Corona awareness activities
- b. Azadi ka Amrut Mahotsava
- c. Tree Plantation Programme
- d. Arogya Sandesh- Setu App
- e. My Family My Responsibility
- d. Vaachan Prerna Din
- e. Blood Donation Camp
- f. Pulse Polio Programme
- g. Workshop on Cake Making
- h. Yoga Day

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

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

C. Any 2 of the above

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

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

Our college celebrates national and international commemorative days, events, festivals like, Republic day, Independence Day, International Yoga day, Swachha Bharat Abhiyan, Science day, Savitribai Fule Jayanti, Gandhi Jayanti, Shivaji Maharaj Jayanti, Dr. Babasaheb Ambedkar Jayanti, Ranganathan Jayanti, C.V. Raman Jayanti, Mahila Mukti Din, Shahid Din, Kranti Din, Dr. Babasaheb Ambedkar Maha Parinirvan Din, Annabhau Sathe Jayanti, Constitution Day etc. In addition, various other activities like, Health Awareness Programme, Maze Kutumb Mazi Jababdari Programme, Covid-19 Muktichi Shapath, Pulse Polio Programme. Announcements for students and other stakeholders are made before conducting these events through various platforms.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Virtual Exhibition for School Students

Objectives :- To use college resources for providing visual

learning opportunity to school students.

Context :-

- Interactive Visual Learning for consolidating students' knowledge.
- Non-availability of specimen museum in rural schools.

Practice :-

- Department of Zoology organized virtual exhibition of preserved animal specimen for high school students and explained their classifications, characteristics, habits and habitats, followed by 'Question-Answer' and 'Compare and Contrast the features' sessions.

Evidences of Success :-

- Participants' huge response to Question -Answer session.
- Appreciation from school management and teachers.
- Activity helped school teachers in teaching subject specific content convincingly.

Problems Encountered :-

- Lack of strong internet connectivity.
- Inadequate high tech digital infrastructure in college.
- Indiscipline of some students in virtual activity.

Activities for Holistic Development of Students

Objectives:-

- To sensitize students towards social, environmental issues and responsibilities.
- To boost their morale amid Covid pandemic.

Context :-

- Inculcating sense of responsibility, human values in students for holistic development.
- Necessity of boosting students' morale through motivational activities during pandemic

Practice:-

College organized online/offline programs on patriotism , eco-consciousness, social awareness , government campaigns , celebration of important days and anniversaries .

Evidences of Success :

- Appreciation from the villagers and local administration.
- activities helped to boost morale of the students.

Problem Encountered :

- Covid restrictions, unwillingness of some parents and poor internet connectivity affected the number of participants.

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

7.3 - Institutional Distinctiveness

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

As an educational Institution, we have staff and students from diverse background with different orientation ,capabilities and socio-economic background. Most of the students come from villages. With respect to this "Uniqueness" ,we are trying to include the value of "Togetherness" among all the members of this institution.

The mission of our institution is to spread and strengthen nationalistic spirit among the youth along with providing quality higher education in the rural area .The vision of our institution is clearly reflected in its mission statement as it is being run in the memory of the martyrs of 1942 Freedom

Movement. "Hutatmyanche Samparpan Zale Jithe, Dnyanachya Jyoti Tevavito Tithe" meaning "Let us lit up the lamp of knowledge at this sacred place of martyrdom ". To cherish the memories of the martyrs, the sons of the soil, and their supreme sacrifice for the motherland, our institution organises "Shahid Din", a martyr's day every year and also participates in organising "Kranti Jyoti Yatra" with Rashtriya Seva Dal, an NGO to inculcate the spirit of patriotism, human values and sense of responsibility among the students.

Our's is the only institution in this tahasil offering Computer Science and English Literature as optional subjects for the students of UG.

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

7.3.2 - Plan of action for the next academic year

- To minimise the use of paper.
- To augment infrastructural facilities.
- To promote the widespread use of ICT based teaching, learning and evaluation.
- To organise soft skill development programmes
- To offer/start the Spoken English Course for Students.
- To perform Academic-Administrative and Green Audit.