



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

Part A	
<b>Data of the Institution</b>	
<b>1. Name of the Institution</b>	Central Hindu Military Education Society's, Bhonsala Military College,
Name of the head of the Institution	Dr Unmesh Yashwant Kulkarni
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02532309610
Mobile no.	9822011660
Registered Email	bmcoffice@yahoo.co.in
Alternate Email	principal@bmcyahoo.co.in
Address	Bhonsla Military College, Rambhoomi, Dr. Moonje Path, Nashik
City/Town	Nashik
State/UT	Maharashtra
Pincode	422005

<b>2. Institutional Status</b>					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Urban			
Financial Status		Self financed and grant-in-aid			
Name of the IQAC co-ordinator/Director		Dr. Vivek Vasant Raje			
Phone no/Alternate Phone no.		02532309612			
Mobile no.		9881242224			
Registered Email		iqac@bmc.bhonsala.in			
Alternate Email		principal@bmc.bhonsala.in			
<b>3. Website Address</b>					
Web-link of the AQAR: (Previous Academic Year)		<a href="https://bmc.bhonsala.in">https://bmc.bhonsala.in</a>			
<b>4. Whether Academic Calendar prepared during the year</b>		Yes			
if yes, whether it is uploaded in the institutional website: Weblink :		<a href="http://bhonsala.in/ecampus/uploads/schools/6/upcoming event/academic calender 2019">http://bhonsala.in/ecampus/uploads/schools/6/upcoming event/academic calender 2019</a>			
<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B++	83.50	2004	05-May-2004	29-May-2009
2	B	2.77	2011	02-Nov-2011	22-Nov-2016
3	A	3.03	2018	26-Sep-2018	25-Sep-2023
<b>6. Date of Establishment of IQAC</b>			11-Nov-2004		
<b>7. Internal Quality Assurance System</b>					
Quality initiatives by IQAC during the year for promoting quality culture					

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Regular Meeting of IQAC conducted	05-Feb-2019 1	14
Mentoring system suggested	05-Feb-2019 1	0
Feedback form from T.Y students collected and analysed at the end of academic year	05-Feb-2019 1	0
Initiatives taken for registration of formal Alumni association	05-Feb-2019 1	0
Established industry linkages through Placement cell	05-Feb-2019 1	0

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>No Data Entered/Not Applicable!!!</b>				
<b>No Files Uploaded !!!</b>				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View Link](#)

**10. Number of IQAC meetings held during the year :**

2

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

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

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

No

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

? Statistical Growth of Library Assets
? Initiation of formal mentoring system
? Organised special lecture series for the staff
? Annual Self Assessment form in PBAS format was circulated among all the faculty members. API score was calculated for each faculty member. Priority was given to those faculty members whose promotion was due.
? Proposals were sent to BCUD Pune for conducting seminars and workshops and for procurement of equipments.

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

Plan of Action	Achivements/Outcomes
It was decided to register the alumni association and to enlist its functions	A committee was formed to look after Alumni Association registration with senior NCC officer as the I/C of the committee.
It was decided to establish a formal mentoring scheme on the recommendation of Psychology department	A committee was formed for the implementation of mentoring scheme
Up gradation of residential blocks.	Repair, maintenance and up gradation of residential blocks were carried out as per the need.
Training Programs for Non teaching Staff.	Hands on training programme to use Vridhhi ERP was organised for the non teaching staff
Updation of the college website.	The college website was updated with the help of computer science teachers.
To upload the online information of All India Survey of Higher Education on web portal.	Online information of All India Survey of Higher Education was uploaded on the web site.

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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
College Development Committee	04-Mar-2020

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to**

Yes

assess the functioning ?	
Date of Visit	10-Aug-2018
<b>16. Whether institutional data submitted to AISHE:</b>	Yes
Year of Submission	2019
Date of Submission	30-Jan-2019
<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The college has a partial MIS in place. Vriddhi Software is used for admissions, accounting, Library automation, Leave Management, Hostel Management and Employee Record management. Admissions to courses are done through the vriddhi admission module where the students fill the merit or admission form, whichever is applicable. Students are allotted a unique ID which is used for the other modules as well like the Library Administration module. Record of each employee is maintained through Vriddhi. Details like the service tenure, leaves and various reports and statistics can be generated that are required by the Government, University, UGC etc.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

The college has mechanism in place for effective delivery of the Curriculum of the Savitribai Phule Pune University. Teaching plans are prepared by the IQAC and distributed to all the faculty members. Work load is distributed among the teachers by their respective head of department. The HODs also ensure completion of syllabus by their staff. Faculty members predominantly use chalk and talk method. Use of ICT and related teaching aids are also used by the faculty wherever necessary. In addition to classroom lectures Seminars, guest lectures, industrial visits, regular assignments, discussions etc are also arranged for effective implementation of the curriculum.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
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0 Nil Nil Nil Nil Nil

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MSc	Computer Science	16/06/2014
MCom	AccouAdvance Account and taxation, Business Administration	17/06/2013

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

	Certificate	Diploma Course
<b>No Data Entered/Not Applicable !!!</b>		

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	Nil	0
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### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	BBA	37
MSc	computer science	8
MA	Defence and Strategic Studies	3
MSc	Defence and Strategic Studies	2
BSc	computer science	28
MA	Psychology	20
BSc	Physics	10
BSc	Defence and Strategic Studies	14
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## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes

Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Feedback system is taken from the students in the form of Google Form. Teachers' feedback from consists of questions pertaining to content knowledge, communication skills, ability to incorporate contemporary issues, punctuality, timely completion of syllabus. The feedback obtained from students are analysed and communicated to the respective teachers. After three years of feedback appropriate action is initiated. The teachers will be asked to improve in the concerned area and also to attend FDPs, MDPs and tailor-made local programmes in concerned subject field. The process for employers and alumni feedback has been initiated. Parents' feedback is taken informally during meeting of the teachers and parents during their visits to the campus.

**CRITERION II – TEACHING- LEARNING AND EVALUATION**

**2.1 – Student Enrolment and Profile**

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Eng ,His, Pol sci, Psychology , Defence,	240	224	224
BCom	Administration, Banking & Finance , Costing, Business Law Practices	240	228	228
BSc	Chemistry, Physics Defense , Maths	120	120	114
Bachelor of Computer Science	Computer Science	80	48	48
BBA	BBA	80	74	74
MA	Psychology	60	6	6
MA	Defence and Strategic Studies	48	19	19
MSc	Computer science	60	9	9
MCom	Business Adminstratoion , Advanced accounting & Auditing	60	52	52

MSc	Defence and Strategic Studies	60	9	9
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## 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1538	186	52	8	15

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
52	40	2	2	0	0

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

[View File of E-resources and techniques used](#)

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

The college has a mentoring system where students are selected by the respective class teachers. One teacher (mentor) is assigned a group of five students. The teachers interact with their mentee on periodic basis and keep track of his/her progress. The problems of the students are solved and they are given moral support by the mentor. They are also provided career guidance and encouraged to take up competitive examinations, pursue higher education etc. Minimum two counselling sessions are scheduled per month. Each mentor maintains a record of the sessions in brief. The record is submitted to the co-ordinator of the Mentoring Scheme in every month. An initial training session for the mentors was held at the beginning of the academic session. Bi-monthly meeting of the mentors are held to discuss various issues faced by the students and mentors. The basic motive behind the mentoring scheme is to motivate the students to take up appropriate career and face the challenges in life.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1724	52	1 : 33

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
52	32	20	Nil	10

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

Year of Award	Name of full time teachers receiving awards from state level, national level,	Designation	Name of the award, fellowship, received from Government or recognized



	international level		bodies
Nil	NIL	Nil	NIL
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## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	Nil	III	25/04/2019	17/06/2019
BCom	Nil	III	25/04/2019	25/06/2019
BSc	Nil	III	25/04/2019	29/06/2019
Bachelor of Computer Science	Nil	III	25/04/2019	21/06/2019
Bachelor of Computer Science	Nil	III	25/04/2019	17/06/2019
BCom	Nil	III	25/04/2019	25/06/2019

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

As the college is affiliated to the SPPU there isn't much scope for initiating reforms as such however the college conducts periodic evaluation through class tests, tutorials, assignments and students' presentations. Each student is assigned a topic on which he or she has to present in the class. This increases the confidence of the students and also alleviates stage fear. It also increases their subject knowledge. Group discussions are also held on various relevant themes.

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

Academic calendar is prepared by IQAC in consultation with the Head of Departments. The schedule of Internal/Examinations, commencement/conclusion of academic sessions, public holidays, proposed guest lectures, seminars, annual gathering and all other events are incorporated. The academic calendar is put up on all the notice boards and uploaded on the college website.

## 2.6 – Student Performance and Learning Outcomes

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

[https://bmc.bhonsala.in/encyc/2023/9/4/Program-outcome.-Ref.-Number-criteria-2-subpoint-2.6.2\\_202309041149534663.pdf](https://bmc.bhonsala.in/encyc/2023/9/4/Program-outcome.-Ref.-Number-criteria-2-subpoint-2.6.2_202309041149534663.pdf)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage

Nill	MA	Psychology	20	18	90%
Nill	MSc	Defence	2	2	100%
Nill	MCom	Business Administration , Advanced accounting & Auditing	29	22	75.86%
Nill	BA	Eng ,His, Pol sci, Psychology , Defence,	114	29	25.43%
Nill	BCom	Administration, Banking & Finance , Costing, Business Law Practices	173	89	51.44%
Nill	BSc	Chemistry, Physics Defense , Maths	72	30	41.66%
Nill	Bachelor of Computer Science	Computer Science	13	7	53.84%
Nill	BBA	BBA	35	28	80%
Nill	MA	Defence	3	3	100%
<a href="#">View Uploaded File</a>					

## 2.7 – Student Satisfaction Survey

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

[https://bmc.bhonsala.in/encyc/2023/9/20/studesnt-satisfaction-survey-analysis-report-2018-19\\_202309201526303646.pdf](https://bmc.bhonsala.in/encyc/2023/9/20/studesnt-satisfaction-survey-analysis-report-2018-19_202309201526303646.pdf)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View Uploaded File</a>				

### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
English Ticket to Success	English and Computer Science	04/03/2019

Fire Security and Safety using IOTs	Departement of Computer Science	05/01/2019
Organometallic Compound and Ionic Solid	Department of Chemistry	12/01/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL
<a href="#">View Uploaded File</a>				

### 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill
<a href="#">View Uploaded File</a>					

## 3.3 – Research Publications and Awards

### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
NIL	NIL	NIL

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

Name of the Department	Number of PhD's Awarded
English	1
Economics	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Marathi	4	3.45
International	Chemistry	2	5.87
International	Defence and Strategic Studies	7	3.45
International	Geography	1	5.25
National	Psychology	4	Nill
International	History	3	Nill
National	History	2	Nill
International	Commerce	3	Nill
National	Commerce	6	Nill
National	Defence and Strategic Studies	2	Nill
<a href="#">View Uploaded File</a>			

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

Department	Number of Publication
Psychology	2

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
SURFACE MODIFIED STRONTIUM DOPED BARIUM TITANATE NANOSTRUCTURED H <sub>2</sub> S SENSOR	Dr R P Patil	Journal of Emerging Technologies and Innovative Research	2018	4	Department of Chemistry Bhonsala Military College Nashik	3

[View Uploaded File](#)

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
SURFACE MODIFIED STRONTIUM DOPED BARIUM TITANATE NANOSTRUCTURED H <sub>2</sub> S SENSOR	Dr R P Patil	Journal of Emerging Technologies and Innovative Research	2018	4	3	Department of Chemistry Bhonsala Military College

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	13	9	2
Presented papers	2	16	5	3
Resource persons	0	2	4	2

[View Uploaded File](#)

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
TSC 1st NCC Camp	7 Mah. Battalion	2	100

NSS	Clening drive	4	300
NSS	Annual Winter Camp	4	75
Student Welfare Board	Yoga Day Celebrated on 21st June 2018	2	25
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0
<a href="#">View File</a>			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NSS	Bhonsala Military College and Vanvasi Kalyan Ashram	Niramal Vaari	2	53
NSS	Bhonsala Military College	Winter NSS Camp	10	75
<a href="#">View File</a>				

### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Conference	150	self funded	2
<a href="#">View File</a>			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	Nil	Nil	00
<a href="#">View File</a>					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of
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students/teachers participated under MoUs

No Data Entered/Not Applicable !!!

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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1555625	1334771

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Newly Added

[View File](#)

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Vridhhi Software	Fully	Version 2.0 BUILD:266.4	2010

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	14629	1485798	1166	233190	15795	1718988
Reference Books	10670	3350486	Nill	92064	10670	3442550
e-Books	Nill	Nill	Nill	Nill	Nill	Nill
Journals	33	27940	33	29340	66	57280
e-Journals	Nill	5900	Nill	5900	Nill	11800
Digital Database	Nill	Nill	Nill	Nill	Nill	Nill
CD & Video	109	65707	Nill	Nill	109	65707
Library Automation	Nill	Nill	Nill	Nill	Nill	Nill
Weeding (hard &	4223	213411	Nill	Nill	4223	213411

soft)						
Others(s pecify)	Null	Null	Null	Null	Null	Null
<a href="#">View File</a>						

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

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

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	165	89	165	15	4	35	41	50	0
Added	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>165</b>	<b>89</b>	<b>165</b>	<b>15</b>	<b>4</b>	<b>35</b>	<b>41</b>	<b>50</b>	<b>0</b>

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

50 MBPS/ GBPS
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4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Online study Material	<a href="https://bmc.bhonsala.in/encyc/2021/6/10/2_06_44_28_Botany_1.pdf">https://bmc.bhonsala.in/encyc/2021/6/10/2_06_44_28_Botany_1.pdf</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
4020529	4020529	1473864	1473864

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

<p>The college has all the resources and infrastructure facilities required to run U.G and P.G courses. It is made sure that all the resources and facilities are optimally utilized. All the Labs have a stock register where the details of equipments and other holdings are listed. Stock taking is carried out every year. Independent Committees are appointed for stock verification of each department/lab. Instruments needing replacement, updation and maintenance are identified and reported accordingly. A repairs and maintenance committee has</p>
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been established under the chairmanship of a senior faculty member. The college library has a collection of reference and textbooks pertaining to the syllabus and general reading to cater to the needs of students and staff. Every year book recommendation form is circulated to all the departments. The head of respective departments submits their requirement to the library for placement of orders. The library has also subscribed to print and online journals (N-list). The library is automated using Vridhhi ERP software. The library OPAC is uploaded on the website for access to students and staff. All the faculty members are provided with login ids and passwords for N-list. The library has a Network Resource Center with computers. Students and staff members use the computer for internet access, filling of admission forms, examination forms, scholarship forms, projects and assignments etc. Stock verification is carried out every year and books to be weeded out and binding are identified and necessary action taken in consultation with the Principal. The college Gymkhana is well equipped with all the sports and fitness equipments. The Physical Director of the college is in charge of the Gymkhana. It is ensured that all the sportspersons of the college has access to all the equipments and accessories. The college has two full fledged computer labs and a Network Resource Center. The labs are equipped with PCs of latest configuration, software and Antivirus. A qualified computer engineer has been appointed for maintenance of the PCs and accessories. The college has sufficient classrooms to conduct lectures for the U.G and P.G students. Each peon is assigned a couple for classrooms. The classrooms are cleaned on a daily basis. The classrooms are equipped with benches, blackboards, tube-lights and fans. There is enough ventilation in all the classrooms. Maintenance work is carried out under the supervision of RATO (Residential Administrative and Training Officer) . An electrician and carpenter from the parent organization conduct periodic visits to for electrical and furniture maintenance respectively

[https://bmc.bhonsala.in/encyc/2023/9/21/4.4.2-System-and-Procedures\\_202309211537041950.pdf](https://bmc.bhonsala.in/encyc/2023/9/21/4.4.2-System-and-Procedures_202309211537041950.pdf)

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Scholarship given to the students from government students from Government of India Post Metric Scholarship	420	4094369
Financial Support from Other Sources			
a) National	--	Nil	Nil
b) International	--	Nil	Nil
<a href="#">View File</a>			

#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Yoga - Meditation	15/06/2018	170	Parent Organisation (CHME Society)



Personal Counselling	15/06/2018	110	Department of Psychology, Bhonsala Military College
Empathy -A Ticket to success	04/01/2019	61	Department of English
Effective Communication Skills Amongst Ladies	21/12/2018	21	Parent Organisation (CHME Society)
<a href="#">View File</a>			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Guidance for joining Armed Forces	145	145	8	8
<a href="#">View File</a>					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
00	0	0	20	100	38
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	12	BA Psychology	BMC	BMC	MA Psychology
2018	51	B.Com	BMC	BMC	M.Com
2018	5	B.Sc Comp Sci	BMC	BMC	M.Sc Comp Sci
2018	7	Bsc	BMC	BMC	Msc

		Defence			Defence
Nill	35	All courses	BMC	Various	Various
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	0
SET	0
SLET	0
GATE	0
GMAT	0
CAT	0
GRE	0
TOFEL	0
Civil Services	0
Any Other	8
<a href="#">View File</a>	

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

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

### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Chhatrapati Award	National	1	Nill	Nill	Kisan Narsi tadvi
Nill	Silver Medal	National	1	Nill	Nill	Sanjeevani Jadhav
Nill	Second	Nill	Nill	1	Nill	Trupti Sharma
Nill	First	Nill	Nill	1	Nill	Priyanka Yadav
<a href="#">View File</a>						

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

Students are adequately represented in various administrative bodies and committees like IQAC, CDC etc. The boarder students are conferred various ranks and they contribute and participate in the hostel and mess administration.

Students also assist in the overall management of various activities and events like annual social gathering, seminars, workshops, placements activities, Alumni Meet etc

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The College has registered alumni association named Ramdandee Alumni Association, Bhonsala Military College. The Alumni Association will work with the following broad objectives 1) To promote and support educational activities and programmes for the benefit of the alumni and the students. 2) To assist the Institute and the alumni in every possible manner through the specialized knowledge and experience gained in the profession by the members. 3) To promote social, cultural and sports activities among the alumni, past and present students and staff. 4) To assist the alumni and the Institute in training and placement activities and by providing faculty, guest lectures, summer placements for project work, opportunities for industrial training. 5) To maintain record of alumni and to secure an intimate contact among the alumni, past and present students and the staff, to arrange annual meet for the purpose. 6) To assist the needy and deserving students by financing their studies and to provide financial help to the institute. 7) To raise funds for the activities of the Association.

5.4.2 – No. of enrolled Alumni:

266

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

500

5.4.4 – Meetings/activities organized by Alumni Association :

Every year in the month of February the alumni meet is arranged.

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

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

CDC The College has constituted a College Development Committee (CDC) having representation for teaching, non-teaching staff, members of the society, industry and students. A minimum of two meetings are CDC are conducted every year. The committee discusses the overall progress, academic calendar, programmes and seminars. On discussion, the committee sanctions the above mentioned programmes and also supervises the execution of the same. IQAC The IQAC has also been constituted as the provision of the NAAC. Periodic meetings and discussions are held under the IQAC. The members of the IQAC include representatives of the management, Principal, IQAC co-ordinator, teaching faculty, the college OS, Director of Physical Education, Librarian and representatives from the alumni, students and industry. The IQAC is responsible for the overall quality improvement of the institution.

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

Partial

#### 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	<p>As the college is affiliated to the SPPU, we follow the curriculum designed by the University. Staff members of the college are members of the Board of studies syllabus committee and contribute in the design of the curriculum in university meeting of the board.</p>
Teaching and Learning	<p>Class room teaching is often supplemented by home assignments, tutorials, internal tests, quiz, industrial visits, guest lectures, seminars etc. Teachers are also regularly encouraged to participate in various seminars, FDPs, workshops etc to enhance their knowledge and skills. Lesson plans are submitted by the teachers to the IQAC with remarks from the respective Head of departments</p>
Examination and Evaluation	<p>The college being affiliated to the SPPU, 80 of the evaluation is done by the University on the basis of examination and practical they conduct. 20 is evaluated by the college on the basis of attendance, examinations, orals, presentations, assignments etc. Regular assignments and tutorials are given to the students. Their performance in class tests, quiz and group discussions are also taken in to account for evaluation. Seminars, workshops and guest lectures on various subject themes are conducted for U.G and P.G classes at regular intervals. P.G students are encouraged to present papers, review books and articles. The SPPU has adopted a Choice Based Credit System (CBCS) for U.G and P.G courses. Compulsory subjects and specialisations are available for PG Classes and their examination is held and evaluated by the University.</p>
Research and Development	<p>The college often encourages the teachers to undertake major and minor research projects offered by UGC, ICSSR, BCUD etc. They are also encouraged to participate and present papers in state, national and international seminars/workshops.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>The central Library of the college is stocked with all books pertaining the syllabus plus reference books on various subjects. Books are purchased from the point of view of enriching the overall knowledge of staff and</p>

	<p>students. Apart from conventional books and journals the college has subscribed to N-list for online books and journals. The Network Resource Centre, which is an integral part of the Library provide students and staff access to internet. The library operations are automated using Vriddhi ERP software which has a library module. The OPAC is made available to the staff and students on the college website.</p>
Human Resource Management	<p>Committees are formed for different tasks. A senior teacher is appointed as the In-charge of a committee with other staff as its members. 32 committees were formed for proper division of work related to academic, co-curricular and administrative tasks. On completion of work, the In-charge of each committee compiles factual reports and submits it to the authority. This helps in decentralisation of authority and responsibility. It develops and encourages young staff members to handle a variety of tasks and carry out the responsibility with diligence.</p>
Industry Interaction / Collaboration	<p>The students of Commerce and BBA are taken for industrial visits in Satpur and Ambad industrial areas of Nashik. This enables the students to have firsthand experience and knowledge about the functioning of industries.</p>
Admission of Students	<p>Admissions to various U.G and P.G courses are carried out online. Single window system has been adopted by the college for the convenience of the students. Subjects - optional / special - is confirmed in consultation with the subject expert from each faculty at the same time.</p>

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

E-governance area	Details
Planning and Development	<p>Academic calendar is prepared and is executed. The calendar is uploaded on the website. All the notices and circulars and also displayed on the website for the convenience of all the staff and students. Task based committees are formed and the details are also displayed on the website. IQAC conveys various circulars regarding CAS, API, PBAS, etc to the staff members through personalised emails.</p>

Administration	ERP software Vriddhi is used for administration. Employee master data is recorded in the database of the software. Leave records, service benefits etc are available in the database.
Finance and Accounts	? Finance module of Vriddhi maintains students' accounts and various dues. Staff salary bill, Form 16, overall budgetary control etc are the facilities available in the Finance module
Student Admission and Support	Admission module of Vriddhi is used for all the U.G P.D admissions. The students can fill the form from any computer connected to the internet. Once the student fills the form with all his/her details, the data is used for all other departments like college office, library etc.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Dr R.P.Patil	National Science Congress Year 2019	National Science Congressb	8010
2019	Mrs.P.U.Zende	National Seminar	SPPU	1200
2019	Mr.Y.B.Bhadane	National Seminar	SPPU	1000
2019	Mrs.M.S.Padewar	National Seminar	SPPU	1000
2019	Dr.V.U.Gandhe	University level workshop	SPPU	2250
2019	Mrs.Hira Wagh	International Conference	SPPU	2000
2019	Mrs.Priyadars hini Kulkarni	National Level Seminar	SPPU	750
2019	Mrs.Hira Wagh	National Level Seminar	SPPU	1000
2019	Mrs.P.U.Zende	National Seminar	SPPU	1000
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Course	1	01/03/2019	28/03/2019	Nil
Refresher Course	2	20/11/2018	04/12/2018	Nil
<a href="#">View File</a>				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
NZTC	Parent society is running a small financial Co-operative credit society which is provided loan and other facility to the needy staff members	College having students aid fund for the students who is needy and unable to pay the fees of their course . As and when required student welfare cell organises drive for students welfare needs.

## 6.4 – Financial Management and Resource Mobilization

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

Yes, the college conducts internal and external audits regularly. The parent body conducts regular internal audits for finance. Annual audit has been established wherein an external auditor conducts a thorough examination of the books and records of the institution the report of which is submitted to the parent organization.
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
<b>No Data Entered/Not Applicable !!!</b>		
No file uploaded.		

## 6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

**6.5 – Internal Quality Assurance System**

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

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

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

Parents of boarder students have pledged their support for the development of college 1. Donated PA system 2. Contributed for Development of Hostel and Mess 3. Assisted in developing of a study room in the Hostel 4. Donated a Rescue Van

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

1. Training programme for non-teaching was organised for implementation of MIS  
2. Lab Attendants were sent to various workshops pertaining to Lab security

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

1. Created and established formal feedback system from students. 2. Created a system for learning outcome (measuring structure) 3. MOUs done

## 6.5.5 – Internal Quality Assurance System Details

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

## 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Self Appraisal report conducted	01/04/2019	15/04/2019	Null	56

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**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES****7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
International Yoga day	21/06/2018	21/06/2018	67	80
Pardah State of Women in	18/07/2018	18/07/2018	20	31



Modern World				
Introducing Oneself	24/07/2018	24/07/2018	40	59
Mentoring the Mentors	05/03/2019	05/03/2019	25	0
Audio Visual Session	31/08/2018	31/08/2018	56	80
How to overcome Stage Phobia	24/09/2018	24/09/2018	36	44
Activity Based on Effective Communication	21/12/2018	21/12/2020	25	48
Being Successful	12/01/2019	12/01/2019	82	100

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

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

The institution sustains the green campus through scientific and ecofriendly interventions. The college is committed to the protection of the environment and hence all the programmes conducted in the campus strictly abide with the green protocol. The observation of World Environment Day, World Ozone Day, World Mental Health Day, World Aids Day and National Science Day has been carried by our institution through various awareness programmes, ensuring the protection of bio-diversity and safeguarding of flora and fauna. Various departments of our college, especially Botany, organized programmes to sensitize the student community regarding the larger ecological concerns. The foundation course offered in the UG second semester has helped to create a consciousness on the milieu for sustainability in the pursuit of higher education. The institution has been pursuing the energy production and preservation initiatives such as solar lights and rain harvesting facilities were installed in campus. Keeping in view the greater ecological impact, LED lights are being used in the campus. Solar panels installed in the campus aid in generating small percentage of power. The institution ensures a harmonious blend of human and environmental well-being in its academic and non academic ventures. Accordingly, spaces for academic, administrative and recreational areas are demarcated in harmony with the topography to ensure an eco-friendly campus. The student extension forums like NSS and NCC play an active role in organizing campaigns such as plastic free campus, swachhta pakhwada campus by making the students aware of the importance of bringing their lunch in steel Tiffin boxes and thereby reducing the plastic usage. The waste in the campus is collected separately as solid waste and liquid waste to maintain hygiene. The canteen strictly avoid the use of plastic plates and glasses, setting an example for the students

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	5
Ramp/Rails	Yes	5
Rest Rooms	Yes	5
Scribes for examination	Yes	5

Any other similar facility	Yes	5
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#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	5	3	11/01/2019	2	Awareness about hygiene among Varkaris	Cleanliness, hygiene	52
2019	7	6	26/12/2018	7	Medical camp. water scarcity, Hygiene, Assistance to implement govt schemes, Information drive on govt schemes like Mudra, Loans, etc	Health Problems	74

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
Awareness Lecture on The Code of Conduct	13/07/2018	All the stakeholders observe the code of rigorously. Every one voluntarily contributed to make students to follow the professional ethics.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Womens Day	08/03/2019	08/03/2019	40
Constitutional Day	26/11/2019	26/11/2019	120
Marathi Bhasha	02/01/2019	15/01/2019	27

Savarndahan Pandharwada			
HIndi Saptah	13/09/2019	17/09/2019	23
International Yoga day	21/06/2018	21/06/2019	147
Blood Donations Camp	02/01/2019	02/01/2019	110
<a href="#">View File</a>			

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

The college conducts plants drive every year with the active involvement of students. No vehicles are allowed inside the campus. All the staff and students have to park their vehicles in the parking area near the entry gate.

Artificial bird nests and birds feeders were installed at different locations of college campus to increase population of different birds species.

The college has displayed informative notices for students related to biodiversity conservation, save earth and save planet ect.

The college implements no plastic policy in campus to sustainable development

the college categorical tries to maintain the number of plants around the college campus. And for the same the college arranges tree plantation drives frequently. The staff takes care of these plants to conserve them.

#### 7.2 – Best Practices

##### 7.2.1 – Describe at least two institutional best practices

1) TITLE OF BEST PRACTICE: Quick rescue van for campus students: For timely help in emergency, accidents and ground injuries OBJECTIVES OF THE PRACTICE: Our College is always a step ahead when it comes to safety of students and staff. Students are always encouraging be an active part of sports and other ground activities. Due to that sometimes, students get injured as a part of sportsman spirit. Apart from this, student might require medical help during the rigorous ground training that they have to undergo being a part of military college. THE CONTEXT: Apart from basic medical help and first aid kit. College has also arranged for a quick rescue van which is just a call away in assisting students or staff in need. THE PRACTICE: It is always better to prepared for any situations that might come. For instance, using helmet has been made a compulsory act for students and staff for entry and exit from Bhonsala military college. Similarly, as college has always actively involved students in sports activities and continuous ground training. To avoid any grave effects from injuries and any kinds of accidents rescue van was brought up. EVIDENCE OF SUCCESS: Quick Rescue van, as the name suggests, is just a call away when in need. PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED: Even though the idea might seem of great help to avoid fatal accidents and injuries, it was equally cost bearing for college. 2) TITLE OF BEST PRACTICE: Military training for residential students OBJECTIVES OF THE PRACTICE: Bhonsala Military College is known for its excellence in providing military training. Students from various corners of India are part of this institution, which opt for residency in college itself. THE CONTEXT: Apart from providing good amenities to residential students they have to undergo on ground training for fitness. THE PRACTICE: Students are required to rise early for training purposes. Their meals are designed for getting outmost nutrition to maintain their fitness levels. EVIDENCE OF SUCCESS: Residential students seem to have good fitness that others and they tend to fall less sick than the rest PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED: Some residential students might take time to adjust to the

environment and strict rules and regulations of the college. 2) TITLE OF BEST PRACTICE: Military training for residential students OBJECTIVES OF THE PRACTICE: Bhonsala Military college is known for its excellence in providing military training. Students from various corners of India are part of this institution, who opt for residency in college itself. THE CONTEXT: Apart from providing good amenities to residential students they have to undergo on ground training for fitness. THE PRACTICE: Students are required to rise early for training purposes. Their meals are designed for getting outmost nutrition to maintain their fitness levels. EVIDENCE OF SUCCESS: Residential students seem to have good fitness that others and they tend to fall less sick than the rest PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED: Some residential students might take time to adjust to the environment and strict rules and regulations of the college.

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

[https://bmc.bhonsala.in/encyc/2023/9/15/Final-Copy-Criteria-7.2-2018-19\\_202309151135149727.pdf](https://bmc.bhonsala.in/encyc/2023/9/15/Final-Copy-Criteria-7.2-2018-19_202309151135149727.pdf)

### 7.3 – Institutional Distinctiveness

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

Bhonsala Military College is an unique institution which offers military training to its boarder students. The training which consists of parade, horse riding, swimming, gymnastics, rifle shooting etc assist the students to prepare for a career in armed forces. The training also inculcates values of discipline, dedication, patriotism and decision making.

Provide the weblink of the institution

<https://bmc.bhonsala.in//Encyc/2021/12/24/General-Information-of-SMTC.html>

### 8.Future Plans of Actions for Next Academic Year

Sr. No Plan of action 1 Launching of mentoring programme 2 Launching of students' feedback 3 Registering of Alumni Association 4 PBAS formats to be distributed to teachers 5 API scores to be calculated 6 Proposals to be sent to BCUD for seminars and workshops organisation 7 Academic field visits to be arranged for students 8 All Annual Reports to be submitted