



Dr. Panjabrao Deshmukh Krishi Vidyapeeth, Akola

**Application Proforma for
Best Constituent Colleges 2025-26**

A. Basic Information of College

Sr.	Name of the award	:	
1.	Year	:	
2.	Name of the College	:	
3.	Year of Establishment	:	
4.	Name of the Associate Dean	:	
5.	Postal Address	:	
6.	Phone No.	:	
7.	Mobile No.	:	
8.	Email ID	:	
9.	The background and functional profile of the college /ATS	:	
10	Mandate of the college	:	
11	Mission of the college	:	
12	Goal of the college	:	

B. Staff Position

13	Staff Position (Plan Scheme)	Number of posts			Remark
	No. of the Staff	Sanctioned	Filled	Vacant	
	Associate Dean				
	Professor				
	Associate Professor				
	Assistant Professor				
	SRA				
	JRA				
	Agri.Asst.				
	Assistant Register				
	Ministerial				
	Class - IV				
14	Staff Position (Non Plan Scheme)	Number of posts			Remark
	No. of the Staff	Sanctioned	Filled	Vacant	
	Associate Dean				
	Professor				
	Associate Professor				
	Assistant Professor				
	SRA				
	JRA				
	Agri.Asst.				
	Assistant Register				
	Ministerial				
	Attendent / Watchman				

C. Fund Utilization

Plan Scheme	Fund provided and utilized (last 5 years).					
Year	Head					
	Salary	TA	Recurring Contingency	Non-recurring Contingency	Total	% utilization
Total						

Non Plan Scheme	Fund provided and utilized (last 5 years).					
Year	Head					
	Salary	TA	Recurring Contingency	Non-recurring Contingency	Total	% utilization
Total						

The priority and resource allocated as per the mandates to the various programmes

Programme	Type of resource and its % utilization		Remark*
	Manpower (No.)	Funds (Rs)	

Significant achievements during last five years. (Weightage for Education, Research & Extension education) and by committee (60:20:20)

D. Infrastructure facilities at College (Maximum marks 10)

Sr	Infrastructure facilities	No of room	Dimension	Marks
1	Associate Dean Office	1	20×24	0.5
2	P.A. Room	1	10×12	0.5
3	Committee Room with video conferencing facility	1	20×30	0.5
4	Assistant Administrative Officer including staff	1	20×12	0.5
5	Assistant Accounts Officer including staff	1	20×12	0.5
6	Assistant Academic Officer including staff	1	20×12	0.5
7	Exam Cell (300 capacity)	1	20×12	0.5
8	Evaluation Room	1	20x36	0.5
9	Faculty Room (Ladies)	1	10 x 12	0.5
10	Faculty Room (Gents)	1	20×12	0.5
11	Placement cell	1	20×12	0.5
12	Smart Lecture Halls	4	40×30 (60 capacity)	0.5
13	Exam Hall/ Auditorium Hall	1	100×50	0.5
14	Library	1	30×72	0.5
15	Common Utility Room (Girl)	1	20×36	0.5
16	Central Laboratory			0.5
	Other Infrastructure facilities			
17	Canteen (kitchen with store)		20×36 Seating	0.5
18	Wash room (with toilet & urinary facilities) (keeping ladies requirements)	10	20×12	0.5
19	Parking space			0.5
20	Farm stores, threshing yards including implements and tractor sheds			0.5
21	Computer common laboratory			0.5
	Language laboratory			
Vehicles (Maximum marks 05)				
22	Car			1.0
23	Jeep/ staff vehicle (30 capacity)			1.0
24	Pick up Van/Bus			1.0
25	Tractors & other implements			1.0
26	Vehicle Shed			1.0
27	Drinking and Irrigation facility			1.0

E. Department / Sectional requirement (Maximum marks 05)

Sr.	Detail	No.of room	Remarks	Marks
1	Office of Head	12	24 × 12 with wash room facility	1.0
2	Faculty Rooms 1+1	12	12 × 10 + 18 × 1224 × 10 depending on the strength of each deptt.	1.0
3	Clerical/technical staff	12	12×10 to 24×10 depending on the strength of each deptt.	1.0
4	Laboratories	12	30× 60 Larger department will have two	1.0
5	Field/Lab Stores	5	1. Agronomy 2. Gen. & Pl. Breeding 3. Soil Sci. 4. Horticulture 5. Pests & Chemicals	1.0

F. Land Utilization : (Maximum marks 05)

Sr.	Infrastructure in College	Land (ha.)	Available	Marks
1	Total land available at college			0.5
2	Land under building and road ,			0.5
3	Land under hostel			0.5
4.	Land under play ground			0.5
5	Land under cultivation			0.5
6	Green house/poly house/Nursery ½ acre each	½ acre		0.5
7	Crop Cafeteria	½ acre		0.5
8	Museum for identification of aromatic plants seeds, fertilizer, weeds, commonly used agro-chemical and medicine			0.5
Shed for animal/Implement shed (Maximum marks 04)				
9	Goat (50 +1)			2.0
10	Cow (10 + 2 bullock pair)			2.0
11	Poultry (200)			2.0

G. Hostel facilities (Maximum marks 2.5)

Sr.	Hostel	No. of student in hostel	Day scholars	Marks
1	Hostels including Mess, Gym/Indoor, Reading Room, 1 Warden Room, Store for 150 boys etc			1.5
2	Hostels including Mess, Gym/Indoor, Reading Room, 1 Warden Room, Store for 100 girls etc			1.0

H. Laboratory Infrastructure available (Maximum marks 10)**(Instrumentation & Chemical, machinery as per Vth Dean Committee)**

Sr	Name of Department / Section	No. of laboratory required	Available	Marks
1	Agronomy	2		1.0
2	Agril. Engg	1 & work shop		1.0
3	Agri. Economics	1		1.0
4	Animal Husbandry & Dairy Science	2		1.0
5	Entomology	1		1.0
6	Extension Education	1		1.0
7	Genetic & Plant breeding	3		1.0
8	Horticulture	3		1.0
9	Plant Pathology	1		1.0
10	Soil Science	1		1.0
11	Over all facilities in laboratories, (water ,basin ,electricity (2 Marks)			1.0
12	Over all furniture in the lab. with office furniture (2 Marks)			1.0

- As per the requirement of respective degree program.

I. Library facilities (Maximum marks 2.5)

Sr	Library facilities	No. of books required	Available	Marks
1	No. of text books available	25 each		0.5
2	No. of reference books available	15 each		0.5
3	Magazine & Agriculture related Magazine	10 each		0.5
4	News paper	05 each		0.5
5	Internet facilities			0.5
6	Reprography			0.5

J. Sport facilities, Dispensary etc (Maximum marks 4.0)

Sr	Facilities	No. required	Available	Marks
1	Sport ground (Cricket, kabadi, Holly ball , Table tennis etc			1.0
2	College Gymkhana			1.0
3	Internate facilities			1.0
4	Beautification of College campus			1.0

K. Register (Maximum marks 4.0)

Sr	Register	No. required	Available	Marks
1	Salary Ledger			0.5
2	Receipt book			0.5
3	Credit book			0.5
4	Dead stock register			0.5
5	Daily book			0.5
6	Scholarship register			0.5
7	Audit report			0.5
8	Farm register			0.5
9	Dairy register			0.5
10	Student & Staff register			0.5

L. Education Status (Maximum marks 4.0)

Sr.	Meeting	No. required	Available	Marks
1	Meeting of staff with student			0.5
2	Result of the passing student			0.5
3	No. of student perusing higher studies			0.5
4	No. of students obtained JRF			0.5
5	No. of students obtained NTE			0.5

M.Co-curricular & Extra curricular activities (Maximum marks 4.0)

Sr.	Activities	No. requiried	Available	Marks
1	NSS activities undertaken by college			0.5
2	NCC activities undertaken by college			0.5
3	Student participated in Inter college activities			0.5
4	Student participated in Inter University activities			0.5
5	Placemat cell & its activity			0.5
6	Execution of Inter college sport activity			0.5

N. Research Activity by College

The yearly significant achievement of programme. **(0.5 marks each; maximum 2.0 marks)**

Varieties developed including registration under PPV & FRA/NBPGR ,by College staff

Crop/Variety	Year of release	Year of Notification	IC No. NBPGR	PPV & FRA Registration No.	Marks		Remark*
					Claimed	Secured*	

Note: * To be filled by evaluator

Patents (0.5 marks each; maximum 2.0 marks)

Patent type (Product/process/implement)	Date of filing and No.	Status	Marks		Remark*
			Claimed	Secured*	

Note: * To be filled by evaluator

i. Technology /product/process/ developed **(0.5 marks each; maximum 2.0 marks)**

Name of Technology /product/process/	Recommendation	Year of recommendation	Status	Marks		Remark*
				Claimed	Secured*	

Note: * To be filled by evaluator

11. Revolving fund (Year wise Last 5 years) **(0.5 mark for each year for 20 % increase over previous year; 0.5 mark each year for 10 % over previous year; Maximum 2.0 marks.)**

Name of revolving fund	Year	Sanction (Rs.)	Fund refunded (Rs.)	Total fund generated		Marks	Remark*
				(Rs.)	% increase over previous year	Claimed	

Note: * To be filled by evaluator

i. Training programmes organized (Last 5 years) (2 marks each training; Maximum 2 marks)

Name of training programme	Funding Agency	Date and duration	No. of beneficiaries	Marks		Remark*
				Claimed	Secured*	

Note:*To be filled by evaluator

O. Extension activities

(Numbers), Radio Talks, TV talks , print and non print media coverage

a). Extension publications **(0.1 mark for each; maximum 2 marks)**

Name of Authors	Details of publication (Title, Name of magazine, year, page no. etc)	PME Cell No.	Marks		Remark*
			Claimed	Secured*	

Note: * To be filled by evaluator

b). Radio /TV Talks **(0.5 mark for each; maximum 2 marks)**

Name of Scientist	Name of Radio/TV Talk	Date and time of broadcast	Marks		Remark*
			Claimed	Secured*	
Radio talks					
TV talks					

Note: * To be filled by evaluator

Human Resource Development programmes – manpower and other achievements: (Maximum 2 marks)

i. Awards / Recognition to Staff (Last 5 years) (0.5 mark for each Maximum 2 marks)

Name of Scientist	Name of Award	Sponsoring Institute	Year of Award	Nature of Award	Marks		Remark*
					Claimed	Secured*	

Note: * To be filled by evaluator

ii. Scientists attended International , national training/ symposia/workshop/seminar/Conference etc (Last 5 years) (0.5 mark for each; maximum 2 marks)

Name of Scientist	Name of programme	Sponsoring Institute	Venue.	Duration (Date)	Marks		Remark*
					Claimed	Secured*	

Note: * To be filled by evaluator

iii. Outstanding publications with NAAS rating (0.2 marks for below 6 NAAS rating,; Maximum 2 marks)

Name of Authors	Title of publication	Name of Journal	Year, Vol. Page No.	PME cell No	NAAS Rating	Marks		Remark*
						Claimed	Secured*	

Rules and Guidelines for Best Constituent College

I. Awardee :Dr. Panjabrao Deshmukh Krishi Vidyapeeth, Akola

II. Objectives :

- i. To recognize outstanding performance of **Best Constituent College**.
- ii. To provide incentive for outstanding performance.
- iii. To promote a sense of institutional pride in achievements

III. Nature of the Award: Annual award consists of Rs. 1,00,000/- in cash, a citation and a plaque for **Best Constituent College**. The award money will be utilized for strengthening of **Constituent College**.

IV. Conferring of Award: Award will be conferred on the **University Foundation Day (20th Oct.)**.

V. Eligibility Criteria

1. All the **Constituent Colleges** in Dr.PDKV Jurisdiction are eligible.
2. Submission of application form is compulsory for all the **Constituent College** for award and ranking.
3. The **Constituent College** should submit AUC and annual reports to the office of DI & Dean(Agri.), Dr.PDKV,Akola or its equivalent competent authority. Non submission of the document will adversely affect the ranking.
4. Five proposal minimum requirement for pursuing further procedure of said award.
5. Submission of application form is compulsory for all colleges for award and ranking.
6. All the applicants will be abiding by the decision of the Judging Committee.
7. Previous award winner colleges will not be entitled for award during next three years.
8. The stations/ projects with pending documents (ATR, QPR, MPR, Ranking Information, Website Information, Any other important information etc) **concerned to the the controlling officer will adversely affect the ranking proposal must be submitted through proper channel.**

VI. Evaluation Criteria

Attach self-attested documentary evidence for each mark claimed as well as wherever necessary. A separate committee will be constituted at the university level for evaluation. **Judging Committee for selection of Best Constituent College of University** (Approved and Nominated by Hon'ble Vice Chancellor, Dr.PDKV,Akola (MS). In addition to this, on approval of Hon'ble Vice Chancellor, Dr.PDKV,Akola (MS) separate internal scrutiny committee will be constituted for helping judging committee.

Judging Committee for selection Constituent College of University

SN	Name and Designation	Position
1.	An external expert (not below the rank of Vice Chancellor) (1)	Chairman
2 & 3	Director of Instruction & Dean (F/A) from other Agricultural University (2)	Member
4.	Coordinator (Registrar, Dr.PDKV, Akola) (1)	Member-Secretary

VII. Allocation of Marks

Sr.	Activity	Max.Marks
1	Infrastructure facilities at College	10.0
2	Vehicles	5.0
3	Department / Sectional requirement	5.0
4	Land Utilization	5.0
5	Shed for animal/Implements/Nursery/Workshop/Commercial unit	4.0
6	Hostel facilities	2.5
7	Laboratory Infrastructure available	10.0
8	Library facilities	2.5
9	Sport facilities, Dispensary etc	4.0
10	Register	4.0
11	Education Status	4.0
12	Co-curricular & Extra curricular activities	4.0
13	Research	10.0
14	Extension education	10.0
15	External Evaluation	20.0

Grading: > 85 Outstanding; 75-84 Very good; 65-74 Good; 51-64 Average; <50 Poor

I. Allocation of Marks

Best Constituent College Award

Name of College: _____

Sr.	Activity	Max. Marks	Marks obtained
1	Infrastructure facilities at College	10.0	
2	Vehicles	5.0	
3	Department / Sectional requirement	5.0	
4	Land Utilization	5.0	
5	Shed for animal	4.0	
6	Hostel facilities	2.5	
7	Laboratory Infrastructure available	10.0	
8	Library facilities	2.5	
9	Sport facilities, Dispensary etc	4.0	
10	Register	4.0	
11	Education Status	4.0	
12	Co-curricular & Extra curricular activities	4.0	
13	Research	10.0	
14	Extension education	10.0	
15	External Evaluation	20.0	
	Total marks		

(Signature)

Proposal must be submitted through proper channel.