



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

MAHARANA PRATAPSIKH SHIKSHAN SANSTHA'S ANANDIBAI RAORANE ARTS, COMMERCE AND SCIENCE COLLEGE, VAIBHAVWADI

**ANANDIBAI RAORANE ARTS, COMMERCE AND SCIENCE
COLLEGE, VAIBHAVWADI, DIST- SINDHUDURG.**

416810

www.anandibaivaibhav.co.in

SSR SUBMITTED DATE: 12-08-2020

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

August 2020

NAAC

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Anandibai Raorane Arts Commerce and Science College, Vaibhavwadi was established in September 1992. It is affiliated to University of Mumbai and is the only college for higher education in Arts, Commerce and Science programs in Vaibhavwadi Tehsil. Vaibhavwadi is a hilly, remote and economically backward rural place in the southernmost district of Sindhudurg in the Konkan region of Maharashtra. The college is situated on the hill and has the campus of 4 acres surrounded by ample natural beauty. It was founded by the Rural Upliftment Organization with the vision to provide higher education to the economically backward youth in Konkan region for their all-round development. Since 2004 it is run by the parent institution Maharana Pratapsinh Shikshan Sanstha, Mumbai.

The college has been recognized by UGC under 12(b) and 2(f) in 2018. It has undergone two cycles of accreditation by the NAAC. In the 2nd cycle it was accredited with CGPA of 2.21 on four point scale at B Grade. It has also received ISO certification with (9000:2015).

The college offers 15 UG and 3 PG Programs in Arts, Commerce and Science. It has set its vision to generate academic, social, physical, cultural, and spiritual values among the aspirants. The college IQAC established in 2005 is has been functioning as a catalyst to promote measures for quality sustenance and enhancement in academic and administrative performance. The recommendations made by the NAAC peer teams have directed the succeeding perspective plan in the previous cycle and majority of them have been implemented with priority.

Vision

To provide access to higher education for students in hilly and rural area and to enable them to develop as intellectually alive and socially responsible citizens.

Core Values of the Institution:

1. Social Responsibility
2. Environmental Consciousness
3. Gender Sensitization
4. Use of ICT
5. Quest for Excellence
6. Intellectual Freedom
7. Cooperation
8. Peace and Non-violence

Mission

- To develop personality of the students through value and skill based education.
- To develop confidence among the students to face challenges of the new millennium.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Spacious Green Campus full of natural beauty
2. Education available at affordable cost with instalment facility in admission fees
3. Adequate Infrastructure with spacious, well-furnished and ICT enabled classrooms, laboratories, seminar hall, conference rooms and recreation hall
4. Only institute in three districts (Sindhudurg, Ratnagiri and Raigad) offering UG program in Statistics
5. Well qualified, competent and committed faculty
6. Dedicated and supportive management
7. Academic flexibility catering to diverse needs
8. Enriched library with Siddhivinayak Book Bank Scheme
9. Wi-Fi enabled campus
10. Organization of large number of co-curricular, extra-curricular and extension activities

Institutional Weakness

1. Continuous and heavy rains
2. Inadequate physical space for open playground on the campus
3. Inadequate transport facilities
4. Location of the college in a region devoid of industries supporting resource mobilization and employment generation
5. Interrupted Internet connectivity
6. Majority of the students as first generation learners in Higher Education
7. Economically poor students

Institutional Opportunity

1. To increase the number of skill development programmes
2. To enhance college-community network
3. Digitalization of record
4. Coaching for competitive examinations (NET/SET, MPSC/UPSC, etc.)
5. To increase the number of smart classrooms
6. To improve students' communication skills in English
7. To cultivate a research culture among students and staff and emerge as an institute of quality research
8. To strengthen teaching and research activities through MoU and collaborations

Institutional Challenge

1. To maintain a balance between existing traditional courses and the need for professional skills
2. To retain the student strength especially for Arts and Science programs owing to establishment of new

conventional and professional degree colleges in nearby villages which fed the college so far

3. Declining interest of students in the Basic Science and Humanities
4. Tendency of the youth to seek jobs in Mumbai before completion of graduation
5. To create employment/placement opportunities as there is dearth of service-providing market and industries in the vicinity
6. To retain the qualified faculties and augment infrastructural and research facilities for unaided PG courses being run
7. To strengthen the interface between the college and various industries and entrepreneurship

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Curricular Planning and Implementation:

The institution ensures effective curriculum delivery through well-planned academic calendar and timetable and by monitoring teaching-learning process by means of departmental meetings, teaching plans, syllabus completion reports and teachers' diaries. The institution adheres to the academic calendar for conducting CIE and all the activities planned. During the last five years the institution offered 15 UG programs. The curriculum of all the courses is designed and revised by the affiliating university. Around 30% of the permanent teachers have been the members of the Board of Studies and the Syllabus Committees of the university. All the teachers have participated in setting of question papers for UG programs, design and development of curriculum for Add-on/certificate courses offered by the institution and assessment/evaluation process of the affiliating university.

Academic Flexibility:

All the 15 programmes offered by the institution during the last five years have Semester and Choice Based Credit System (CBCS). The institution offered 33 Add-on/short term certificate courses during the last five years. During the last five years, average 26% students have been enrolled in short term certificate courses.

Curriculum Enrichment:

Cross cutting issues are integrated directly or indirectly into the curriculum of almost all the courses while teaching or through co-curricular and extra-curricular activities. During last five years around 5% courses included experiential learning through project work/field work/internship. During the current year around 75 students were benefited by it.

Feedback System:

Structured Feedback on curriculum is collected from the three stakeholders viz. students, teachers, and alumni. It is analysed and the reports are submitted to the concerned BoS of University. Accordingly the action is taken. Sample feedback forms, analysis and action taken reports are available on the institution website. In addition to it the structured feedback on teaching-learning is received from students every year and is analysed and action is taken in the form of using more student-centric methods and improving teachers' performance in the classroom.

Teaching-learning and Evaluation

Average Enrolment percentage:

Average percentage of student Enrolment is 79%. Average percentage of Seats filled against seats reserved for various categories is 36%.

Catering to Student Diversity:

Learning levels of students are assessed and students are identified as slow and advanced learners from their performance in previous qualifying examination, their personal interaction with course teachers and their performance in unit tests and oral questions during lectures and practicals. Remedial coaching is provided to slow learners as well as other activities are conducted accordingly. Student- full time teacher ratio is 27:1.

Teaching Learning Process:

A variety of appropriate student centric teaching methods such as field visits, study tours, model making research competitions, wall papers, seminars, group discussion, quizzes, role plays, etc. are used to make the teaching learning process more fruitful and enjoyable. Mentor-mentee system has been implemented for personal and academic counselling. All the teachers use ICT tools for effective teaching-learning. Student-mentor ratio is 31:1.

Teacher Profile and Quality:

Average percentage of full time teachers against sanctioned posts is 69%. Average percentage of full time teachers with Ph.D. is 24%. Average teaching experience of full time teachers is 8 years

Evaluation Process:

All the teachers conduct internal evaluation and its mechanism is transparent and robust. The examination committee takes efforts for effective conduct of examination and assessment. The mechanism to deal with internal/external examination related grievances is transparent, time bound and efficient.

Student Performance and Learning Outcomes:

The POs, PSOs and COs are stated and displayed on the website and are communicated to the students at the time of commencement of each semester. They are discussed in the syllabus revision workshops organized by the institution. The evaluation of attainment of the POs/PSOs/COs is carried out on the basis of variety of criteria including feedback system, result analysis, internal evaluation, students' performance in classroom activities as well as in co-curricular and extra-curricular activities, their placements and progression to higher studies. Average pass percentage of students during the last five years is 92.76%.

Research, Innovations and Extension

Resource Mobilization for research:

The teachers of 8 departments have received 4.42 lakh research grant for 13 projects during the last five years

4.72 lakh. The percentage of departments having research projects is 17%. The percentage of teachers are recognized as PhD guide is 7%.

Innovation Ecosystem:

The institution has created an ecosystem for innovations through Incubation Cell, Avishkar Research Committee and well equipped laboratories. The institution has conducted 19 workshops/seminars on Research Methodology and one workshop on IPR during last five years.

Research Publications and Awards:

Number of research papers published in UGC notified ISSN journals during the last five years is 46. Number of books and chapters in edited volumes and books published and papers published in national/ international conference proceedings during last five years is 81.

Extension Activities:

Extension activities such as cleanliness drive, save the girl child, water conservation, blood donation, tree plantation, gender awareness, street plays, awareness rallies, etc. have been organized regularly. The institution has received 14 awards and recognition for extension activities from government recognized bodies. Number of extension and outreach activities conducted by the institution through NSS/DLLE/WDC/Nature Club/Marathi/Botany/ History Dept. is 69. Average percentage of students participating in extension activities is 65%.

Collaboration:

The institution has organized 13 collaborative activities for research and faculty exchange during last five years.

Infrastructure and Learning Resources

Physical Facilities:

There are adequate infrastructure and physical facilities for teaching-learning including 57% classrooms and seminar halls with ICT facilities, 9 laboratories. There is separate back-up for library, computer laboratory and smart classroom for continuous power supply. The institution has adequate cultural and sports facilities. There is a recreation hall (an open air theatre) with a capacity of 500 chairs for cultural events and sound system facility. The recreation hall is also used for practicing yoga. There is a playground and an indoor stadium of 750 sq.mt. for table tennis, badminton, chess, Judo, and carom, etc. **Average percentage of expenditure, excluding salary for infrastructure augmentation is 27%.**

Library as a Learning Resource:

The Library is partially automated with ILMS software with Library Manager Version: 2.0.0 which provides user-friendly Online Public Access Catalog (OPAC) for simple and advanced search. Electronic Resource Management package for e-journals is available through INFLIBNET N-LIST. The average expenditure per year on books and journals is INR 1 lakh. Per day usage of library by teachers and students is 18%. The library has many healthy practices like Book Bank Scheme, Reading section, wallpaper publications and periodic book

exhibitions on special occasions like Annual day, Marathi Rajbhasha Day and Constitution Day, Best Reader Activity, etc.

IT Infrastructure:

IT facilities in the college are continuously upgraded in the form of hardware and software updating, addition of bandwidth, replacement of high capacity cables (CAT 6 cable for internet LAN), extension of continuous power supply facility, etc. BSNL bandwidth of 20 mbps was replaced by Joister-30 mbps and later by 50 mbps. Internet facility is updated with Wi-Fi. E-content development facilities are updated. The student-computer ratio is 15:1.

Maintenance of Campus Infrastructure:

Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years is 58%. Average percentage of expenditure on maintenance of physical and academic support facilities is 58%. There are established systems and procedures for maintaining and utilizing physical academic and support facilities.

Student Support and Progression

Student Support:

Average percentage of students benefited by the government scholarships and freeships during last five years is 38%. Average percentage of students benefited by the non-government scholarships and freeships is 2.5%. Institution has taken initiative for capacity building and skills enhancement by conducting 4 programs for soft skills, 8 programs for language and communication skills, 6 programs for life skills and 3 programs for ICT/computing skills. Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years is 68%. The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases. The guidelines and policies are displayed on the website and appropriate committees are constituted for timely redressal of the grievances. Due to the healthy atmosphere on the campus there are no grievances regarding sexual harassment and ragging. The grievances regarding physical facilities are resolved time to time.

Student Progression:

Average percentage of students progressing to higher education during the last five years is 53%. 16 students appeared for NET/SLET/UPSC/MPSC/Civil Services during last five years and 3 were qualified in SLET.

Student Participation and Activities:

Institution has received awards/medals for outstanding performance in sports at university level (8 for wrestling and 7 for judo). Students' representation and engagement in various administrative, co-curricular and extracurricular activities is facilitated by constituting student council as well as nominating them on most of the committees formed in the institution. Average number of sports and cultural events/competitions in which students of the Institution participated during last five years is 43.

Alumni Engagement:

The institution has a Registered Alumni Association comprising of 13 members. The total number of registered alumni is 321. Alumni contribution during the last five years is INR 1.4 Lakhs. Besides this alumni also provides non-financial contribution.

Governance, Leadership and Management

Institutional Vision and Leadership:

The governance of the institution is reflective of and in tune with the vision and mission of the institution. There is participatory management in planning, execution, and monitoring.

Strategy development and deployment:

Perspective plan for the period of 10 years (from the academic year 2013 to 2023) had been prepared and most of the projects listed in the perspective plan have been successfully implemented in the last five years. The institution has an administrative network of advisory, executive and supervisory bodies for smooth functioning of administration. The institution follows the Government policies, rules and regulations of the UGC and statutes of University of Mumbai for service rules, procedures, recruitments and promotions of the staff.

Faculty Empowerment:

Welfare of the teaching and non-teaching staff of the institution is taken care of on different fronts like finance, research, physical and mental health, appreciation and recognition, etc. Teachers are encouraged to represent on various bodies and average 27% staff have been provided financial support for participation in seminars, conferences, workshops etc. Average percentage of teachers' participation in FDP (Orientation, Refresher & Short Term Courses) is 16 %. Institution follows performance appraisal system for teaching and non-teaching staff.

Financial management and resource mobilisation:

Internal and external financial audits are conducted regularly. Various resources for mobilisation of funds are salary grant from Govt., development and utility fees from students, research grants from university and DST, Govt. grant for indoor stadium, university grant for workshops and NSS extension activities. These funds are utilised as per the budgetary allocations.

Internal quality assurance system:

IQAC has taken a number of initiatives for enhancement and sustainability of quality in the post accreditation period and institutionalised them successfully; two of them are strengthening IT structure and promoting research culture among students and staff. IQAC reviews and monitors the teaching learning process and learning outcomes by means of various strategies, for example, review of teaching plans and its execution and evaluation of teachers' performance by students. IQAC took initiative for organizing seminars/conferences/workshops and for getting AAA and ISO certification.

Institutional Values and Best Practices

Institutional Values and Social Responsibilities:

- Institution has promoted gender equity by constituting certain committees and organizing various activities as well as providing physical facilities like girls' common room, health room and sanitary napkin vending machine.
- Institution has facilities of solar panel and LED bulbs for alternate sources of energy and energy conservation.
- Institution has mechanism of management of solid, liquid and e-waste.
- Water conservation facilities available in the institution are rain water harvesting, borewell recharge and maintenance of water bodies and distribution system.
- Institution takes initiatives for green campus by observing No Vehicle Day on every month, avoiding use of plastic on campus and by landscaping campus with trees and plants. The green practices of the college have made the campus eco-friendly.
- Institution has conducted green audit, environment audit, energy audit and environmental promotion activities beyond campus.
- For differently-abled persons the institution has provided ramp and disabled-friendly washrooms.
- Institution maintains tolerance and harmony towards gender and socio-economic diversities by providing co-education and admitting students from different categories. Tolerance and harmony towards Linguistic, cultural and regional diversities is provided by organizing various activities.
- Students and employees of the institution are sensitized to the constitutional obligations: values, rights, duties and responsibilities of citizens by celebrating national festivals and days.
- Institution has a prescribed code of conduct for students, teachers and administrators. It is displayed on the website.
- Institution celebrates / organizes around 26 national and international commemorative days and various events to inculcate moral values among students and staff.

Best Practices:

The two best practices successfully implemented by the institution: 1) Book Bank Scheme 2) Development of Research Culture among students

Institutional Distinctiveness:

The institute has performed remarkably well in many areas distinctive to its vision, priority and thrust. One such area is women empowerment.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	MAHARANA PRATAPSIKH SHIKSHAN SANSTHA'S ANANDIBAI RAORANE ARTS, COMMERCE AND SCIENCE COLLEGE, VAIBHAVWADI
Address	ANANDIBAI RAORANE ARTS, COMMERCE AND SCIENCE COLLEGE, VAIBHAVWADI, DIST- SINDHUDURG.
City	VAIBHAVWADI
State	Maharashtra
Pin	416810
Website	www.anandibaivaibhav.co.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	KAKADE C HANDRAK ANT SITARAM	02367-237295	9850960026	-	aracssr2019@gmail.com
IQAC / CIQA coordinator	KAKADE VANDANA CHANDRAK ANT	02367-237267	7620512807	-	vcakade@gmail.com

Status of the Institution	
Institution Status	Private and Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	14-09-1992

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	University name	Document
Maharashtra	University of Mumbai	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	14-11-2018	View Document
12B of UGC	14-11-2018	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	ANANDIBAI RAORANE ARTS, COMMERCE AND SCIENCE COLLEGE, VAIBHAVWADI, DIST- SINDHUDURG.	Hill	4	3775.54

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Marathi	36	H.S.C.	Marathi	84	84
UG	BA,Hindi	36	H.S.C.	Hindi	72	72
UG	BA,English	36	H.S.C.	English	84	84
UG	BCom,Commerce	36	H.S.C. Commerce	English,Marathi	106	106
UG	BCom,Accountancy	36	H.S.C. Commerce	English,Marathi	300	300
UG	BSc,Physics	36	H.S.C. Science	English	49	49
UG	BSc,Chemistry	36	H.S.C. Science	English	121	121
UG	BSc,Botany	36	H.S.C. Science	English	117	117
UG	BSc,Zoology	36	H.S.C. Science	English	113	113
UG	BSc,Mathematics	36	H.S.C. Science	English	53	53
UG	BSc,Statistics	36	H.S.C. Science	English	49	49

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UG	BA,Marathi And English	36	H.S.C.	Marathi	72	72
UG	BA,Hindi And History	36	H.S.C.	Marathi	59	59
UG	BA,Hindi And Economics	36	H.S.C.	Marathi	59	59
UG	BA,Economi cs And History	36	H.S.C.	Marathi	68	68
PG	MA,English	36	B.A. English	English	60	15
PG	MCom,Acco untancy	36	B.Com.	English	60	42
PG	MSc,Chemis try	36	B.Sc. Chemistry	English	20	20

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				1				38			
Recruited	1	0	0	1	1	0	0	1	26	4	0	30
Yet to Recruit	0				0				8			
Sanctioned by the Management/Soci ety or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				17
Recruited	12	1	0	13
Yet to Recruit				4
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	1	0	0	5	1	0	8
M.Phil.	0	0	0	0	0	0	3	0	0	3
PG	0	0	0	0	0	0	15	2	0	17

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	1	0	2

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		1	1	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	463	1	0	0	464
	Female	346	0	0	0	346
	Others	0	0	0	0	0
PG	Male	46	0	0	0	46
	Female	31	0	0	0	31
	Others	0	0	0	0	0
Certificate / Awareness	Male	203	0	0	0	203
	Female	331	0	0	0	331
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	44	37	35	33
	Female	30	28	42	39
	Others	0	0	0	0
ST	Male	1	1	2	1
	Female	3	2	4	6
	Others	0	0	0	0
OBC	Male	133	136	139	143
	Female	111	110	125	101
	Others	0	0	0	0
General	Male	254	253	250	237
	Female	185	197	210	193
	Others	0	0	0	0
Others	Male	32	29	22	25
	Female	14	11	16	22
	Others	0	0	0	0
Total		807	804	845	800

3. Extended Profile

3.1 Program

Number of courses offered by the Institution across all programs during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
266	266	266	266	258
File Description		Document		
Institutional data prescribed format		View Document		

Number of programs offered year-wise for last five years?

2018-19	2017-18	2016-17	2015-16	2014-15
15	15	15	15	14

3.2 Students

Number of students year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
807	804	845	800	760
File Description		Document		
Institutional data in prescribed format		View Document		

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
232	232	174	174	174
File Description		Document		
Institutional data in prescribed format		View Document		

Number of outgoing / final year students year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
242	235	263	231	208
File Description		Document		
Institutional data in prescribed format		View Document		

3.3 Teachers

Number of full time teachers year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
30	30	28	25	22
File Description		Document		
Institutional data in prescribed format		View Document		

Number of sanctioned posts year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
40	40	38	38	38
File Description		Document		
Institutional data in prescribed format		View Document		

3.4 Institution

Total number of classrooms and seminar halls

Response: 23

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
39.50327	45.52024	45.60476	40.67595	25.49358

Number of Computers

Response: 54

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

Response:

Our college is affiliated to University of Mumbai. The syllabus of all courses is prepared, revised and updated by the Board of Studies of the university and is uploaded on the university website before the commencement of the academic year. All the teachers download the syllabus from the university website.

IQAC of the our institution prepares the consolidated academic calendar of the institution taking into consideration the academic terms, teaching days, major events at university and college level, tentative examination schedules, etc. It is displayed on the website of the institution. Following the institutional academic calendar every department prepares its own departmental academic calendar and tries to adhere to it. Timetable committee prepares the separate timetable for Arts, Commerce and Science faculties taking into account workload allotted to each faculty.

Departmental meetings are held for planning and implementation of the curriculum. Various aspects of planning include preparation of teaching plans, departmental schedule of lectures, workload, distribution of the courses to be taught, planning of bridge course, remedial coaching, add-on and skill based certificate courses, attending or organizing workshops on revised syllabus, preparing list the of required text books, reference books and journals to be to be purchased for the library, methods of teaching, use of ICT, internal evaluation, tutorials, practicals, projects, field visits, study tours, guest lectures, departmental events, MoU and linkages for faculty and student exchange, entrepreneurship, learning resource mobilization including the e-content, syllabus completion reports, result analysis, etc. The planning process varies according to the nature of courses and programs. The teaching plans and syllabus completion reports are submitted to IQAC for record keeping.

Daily record of teaching and other activities is maintained in the teaching diaries which are duly signed by the principal or the vice-principal at the end of each term.

At the beginning of each semester the syllabus in the form of hard & soft copies, list of text and reference books, e-sources, study material and the question banks are provided to the students. The syllabus, POs, PSOs and COs are uploaded on the college website. The objectives, outcomes and contents of the syllabus are discussed in the classroom at the beginning of each semester. Departments plan their short term certificate courses as per the needs like skill development, employability enhancement and global competence. Teachers use ICT for making teaching-learning effective. Co-curricular activities are organized for strengthening the learning process. MoU with other colleges for faculty exchange and student centric methods are used for effective curriculum delivery.

At the end of each academic year the feedback on curriculum is randomly collected from the stakeholders,

viz., Students, Teachers, and Alumni. These feedback forms are analyzed and action taken reports are sent to the concerned Board of Studies of the university by all departments for making certain updates. In addition to it the structured feedback on teaching-learning is received from students every year. It is analysed and action is taken in the form of using more student-centric methods and improving teachers' performance in the classroom.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

Response:

At the beginning of the each academic year IQAC prepares the consolidated academic calendar of the institution taking into consideration academic terms declared by the affiliating university. The calendar is presented before the academic council for approval and then with or without modification the same is implemented to become effective. It is on the website of the institution. Institution adheres to the academic calendar for all the activities to be conducted during the academic year. The calendar takes into account the terms, long and short breaks, working days excluding national/state/regional or other holidays, schedules of examinations, continuous internal evaluation such as periodical tests, seminars and project work which is mandatory for all the departments and major co-curricular, extra-curricular and extension activities conducted at the college. Teaching plan is framed in accordance to the availability of number of working days in each semester based on proposed academic calendar. Almost all the major activities including CIE are conducted as planned in academic calendar. There is seldom any difficulty in adhering to the calendar for the conduct of CIE.

In addition to the schedule of mandatory unit tests, seminars and project work for CIE, every department plans and conducts some other activities for internal evaluation such as group discussion, seminars, open-book tests, extra unit tests, oral tests, field projects, debates, elocution, essay writing, spelling writing, poetry recitation, quizzes, etc. Every department adheres to the academic calendar for the conduct of CIE.

The schedule of periodical tests and practical examinations is approved in the meeting of examination department and displayed on the notice boards as well as on college website well in advance. Every faculty communicates syllabus and pattern of the scheduled test as well as the schedules of students' presentations of projects as internal evaluation well in advance. Every department conducts CIE as per the rule and regulations prescribed by the university. The result sheets of periodical tests, project work and practical examinations are prepared by all the departments and submitted it to the examination committee. Assessment process is conducted within given period and the performance in CIE is discussed with the students as a formative measure. In case of university pattern, the mark-lists are kept ready at the department level and are submitted to the university, online, when the portal is opened.

Progress of the functioning of the departments is discussed in the staff meetings held at the end of each semester.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

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 last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

E. None of the above

D. Any 1 of the above

C. Any 2 of the above

B. Any 3 of the above

Response: A. All of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document
Any additional information	View Document

1.2 Academic Flexibility

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

Response: 100

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

Response: 15

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 33

1.2.2.1 How many Add on /Certificate programs are added within the last 5 years.

2018-19	2017-18	2016-17	2015-16	2014-15
18	04	05	03	03

File Description	Document
List of Add on /Certificate programs	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 26.47

1.2.3.1 Number of students enrolled in value added courses (beyond the curriculum) offered year-wise during last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
512	134	186	128	108

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

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

Response:

Response:

Cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics are integrated directly or indirectly into the curriculum of almost all the two hundred sixty six (266) courses offered by the institution.

Foundation Course is a compulsory course offered in all programmes. It is specifically designed to orient students to all the four Cross-Cutting Issues. All first and second year students have to take this course in semester I to IV. Thus all the students have an introductory exposure to Gender Equity, Environment and Sustainability, Human Values and Professional Ethics.

All the departments incorporate these issues in their curriculum delivery. Courses offered by English, Marathi and Hindi language departments discuss more about Gender, Environment and sustainability and Human values.

Social Science courses such as Psychology and Demography touch Human values and Gender sensitization. Courses in Economics deal with Environment and Sustainability and Professional Ethics. History courses integrate human values and gender sensitization.

Courses offered in Commerce, Accountancy and Business Economics Department also integrate one or the other cross-cutting issues through various courses. Environmental Studies is designed particularly to make awareness among students about Environment and sustainability. The courses like Commerce, Business Economics and Business Communication are integrated with Professional Ethics.

Departments of natural sciences like Botany, Zoology and Chemistry have environment and sustainability as base for many courses. In these departments field exposure is used as tool to deepen the understanding of students. Efforts are made to incorporate local situations related issues so that students can relate the learning to their surroundings. The institute has Botanical garden protecting rare and herbal plants. Through these efforts, the collection of rare and endangered plants, their re-plantation, medicinal uses of various plants and many other important issues related to environment are discussed and practiced by the Botany department. Some of the courses in Mathematics, Physics and Statistics Department offer Professional Ethics.

Besides these courses the cross cutting issues are integrated in the Curriculum also through various Add-on

and Value Added courses and co-curricular and extra-curricular activities conducted in the college. For example, Spoken English Course, Basic Grammar Course, Tally ERP, integrate professional ethics while Gandhi Vichar (i.e. Gandhi Thoughts) integrates human values. Personality and Self Concept course integrates human values and Gender sensitization.

Women Development Cell organises events for Gender Sensitization. Most of the events organized by National Service Scheme and Department of Life Long Learning deal with the cross cutting issues of Gender, Human Values and Environment and Sustainability. Nature Club, Chemistry club and Science Association orient students to Environment and Sustainability while Cultural Department integrates Human Values by organizing various activities such as celebration of national festivals and birth and death anniversaries of great persons. Vivek-vahini organizes activities such as awareness program for eco-friendly Ganesh festival for Environment and Sustainability. Marathi, English and Hindi Literary Associations incorporate human values by organizing Marathi, Hindi and English days while Commerce Association incorporates professional ethics by organizing financial literacy programmes.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document
Any additional information	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 5.12

1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
34	17	10	04	03

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	View Document
Any additional information	View Document

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 74.72

1.3.3.1 Number of students undertaking project work/field work / internships

Response: 603

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	View Document
Any additional information	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni

E. None of the above

D. Any 1 of the above

C. Any 2 of the above

B. Any 3 of the above

Response: B. Any 3 of the above

File Description	Document
Any additional information (Upload)	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:

- 1.Feedback collected, analysed and action taken and feedback available on website**
- 2.Feedback collected, analysed and action has been taken**
- 3.Feedback collected and analysed**
- 4.Feedback collected**
- 5. Feedback not collected**

E. Feedback not collected

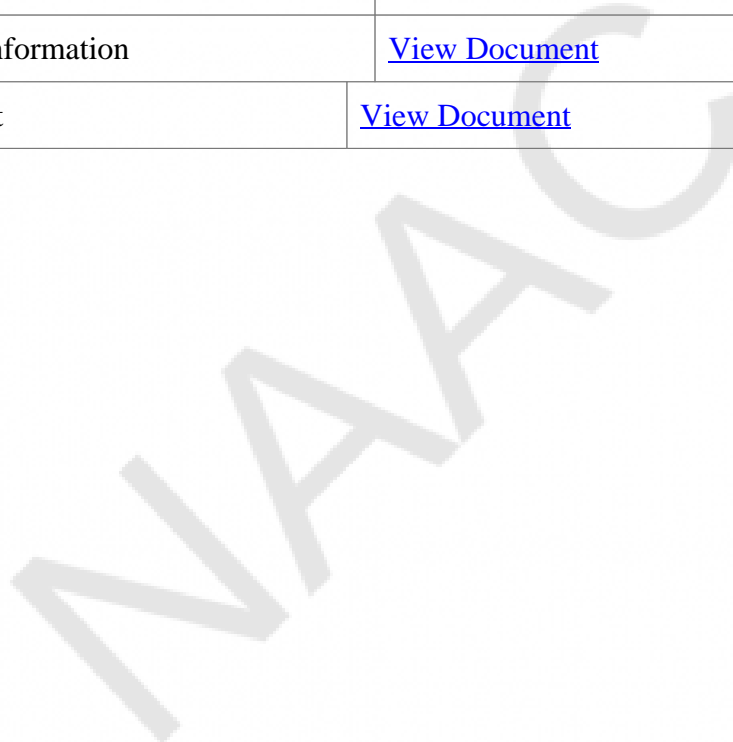
D. Feedback collected

C. Feedback collected and analysed

B. Feedback collected, analysed and action has been taken

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Upload any additional information	View Document
URL for feedback report	View Document



Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 78.89

2.1.1.1 Number of students admitted year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
333	295	341	289	319

2.1.1.2 Number of sanctioned seats year wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
480	480	360	360	360

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

2.1.2 Average percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 74.91

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
162	127	143	135	157

File Description	Document
Average percentage of seats filled against seats reserved	View Document
Any additional information	View Document

2.2 Catering to Student Diversity

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

Response:

Response:

After the admissions are over and the classes begin, the institution assesses the learning levels of the students and identifies them as advanced and slow learners from their performance in previous qualifying examination, their personal interaction with course teachers and their performance in unit tests and oral questions during lectures and practicals. In the beginning of the academic year the institution caters to the students' needs in terms of knowledge and skills by organizing orientation programme and by providing them guidelines to select elective options suited to their capacity and interests, by implementing mentor-mentee system, and by providing them internet facility and open access to the main library. Bridge courses are conducted to fill in the gap between students' knowledge of previous and new courses.

Activities conducted for slow learners:

- Remedial coaching classes are organized for slow learners by most of the Departments.
- Some practicals are repeated for better understanding.
- Question bank and previous examination question papers are provided to them.
- Language Laboratory helps the slow learners to improve their English at their own pace.
- Faculty frequently provides personal and academic counselling to them in order to overcome their stress while facing learning difficulties.
- Guest lecturers are arranged to boost their overall interest in respective subject.

Activities conducted for advanced learners:

- Advanced learners are guided to use library resources such as reference books, journals, magazines and newspapers.
- The departmental libraries provide them additional reference books.
- Question bank and previous examination question paper are provided to them.
- Additional study material and intellectual inputs are provided to them by the concerned faculty.
- They are guided and encouraged to participate in 'Avishkar', research competition organized at zonal and university level. They are encouraged and supported to conduct field projects and to participate in the seminars and workshops organized in other institutes.
- The enriched library and the well-equipped laboratories satisfy their intellectual needs.
- Workshops, seminars, book exhibitions, study tours, guest lectures, etc. are organized to widen

their horizons and help their cognitive development.

- The students with advanced linguistic and literary aptitude are encouraged for creative writing for the annual magazine (Vaibhavrana) and for Spandan wallpaper as well as to participate in elocution, essay writing and debate competitions.
- The advanced learners are provided guidance for competitive examinations by organizing lectures of expert faculty on every Saturday
- From the beginning they are encouraged for higher studies and better careers.

The efforts initiated for advanced learners have yielded fruits in the form of district level and state level awards in elocution, first prize in the district level social activity “Sindhu Vikas Doot”2017-18, Zonal Championship from University of Mumbai in the Avishkar research convention 2018-19. One student from Marathi Department won University Gold Medal in the academic year 2013-14. Five girl students were selected at the state level competition “Speak for India” organized by Federal Bank and Times of India.

File Description	Document
Upload any additional information	View Document
Past link for additional Information	View Document

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

Response: 26.9

File Description	Document
Any additional information	View Document

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

Response:

Response:

The faculty members widely use variety of student centric methods to make the teaching learning process more fruitful and enjoyable. They use them bearing in mind the scope of the syllabus, availability of time and infrastructure.

Methods used for experiential learning by various departments :

Field Visits/Study Tours: History Dept. - visit to historical and geographical places and museums to understand history and culture of society. Psychology: visit to institutes like Regional Mental Hospital to

learn to deal with patients with different psychological problems. Zoology-visit to wild life sanctuaries and academic and research institutes to study animals in their natural habitat and biodiversity. Botany- visits to academic and research institutes as well as study tours for the plant collection and study of flora and fauna. Chemistry- Visits to various Industries, academic institutes, Universities and national research institutions and national laboratories to help students to know about recent trends and technologies in the subjects and to increase students' knowledge of chemical plants, industrial safety and scope of Chemistry.

All the science departments organize science exhibitions and conduct practicals to provide experiential learning. Language departments like Marathi, Hindi and English conduct role plays in the classrooms for getting psychological insights into the dramatic personae and acquire or improve communication skills in respective language. The college magazine "Vaibhavrana" and the wall paper "Spandan" provide platform for creative writing.

Methods used for Participative learning by various departments:

All the departments organize seminars for students. Foundation Course, Marathi department conduct group discussion. NSS and DLLE departments organize training workshops for students. Chemistry, Botany, Zoology, Mathematics, Physics, Statistics and English departments organize poster exhibition. Nature club organized the innovative Nest exhibition. Marathi, English and Hindi Literary associations organize Poetry recitation to create students interest in literature. English department conducts tutorials, spelling writing competition, vocabulary quiz, elocution and essay writing competition. Hindi department conducts Hindi Rashtra Bhasha examination. Cultural department provides platform to students for public speaking. Chemistry, Botany and Zoology departments organize guest lectures of experts from MoU colleges. Students' feedback on curriculum and on teaching-learning process is collected. All the departments conduct question-answer sessions. Students learn organization skills by celebrating special days. (All language and Science departments celebrate days) In the Co-curricular activities organized by the cultural department students are given opportunities for anchoring and delivering speeches.

Problem solving methodologies:

Some of the departments use the platform of Avishkar Research activity to facilitate learning through observation, surveys, experimentation, etc. The students identify a problem (which may be scientific, social, environmental or literary), state a hypothesis, explain procedures and arrive at their own conclusions. Some of the projects that the students of Science, Commerce, Literature and Social Sciences do as part of curricular work are also problem based. Mathematics, Statistics, chemistry, physics and Accountancy departments encourage students to solve problems by using graphical techniques and numerical analysis. Socio-economic problem based projects are conducted by Foundation course and Department of Life Long Learning and Extension (DLLE).

File Description	Document
Upload any additional information	View Document
Link for additional information	View Document

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

Following the guidelines of the IQAC, the faculty members have been exploring new methods to bring innovation and creativity in teaching-learning.

• **Softwares in teaching-learning-**

Sr. No.	Name of the Department		
1	Physics		Microproc
2	Chemistry		
3	Botany		
4	Zoology		
5	Mathematics		
6	Statistics		MS-Office 2010, Tabl
7	English		
8	Commerce & Accountancy		

- **Demonstrations through films-** To bring in more clarity in learning, the science teachers generally use short films for demonstrating some experiments. Before actual learning, the students are shown the film to make them understand the concept more clearly.
- Marathi, Hindi and English departments use movies and videos based on novel, drama and writer's life.
- **Use of Audio-visual Aids-** A seminar hall and eleven classrooms are ICT enabled. One of the classrooms is set up as smart classroom. The departments have collected documentaries and audio-video clips based on several topics in the syllabus. They have also prepared power point presentations on some of the topics taught in the classrooms. All the departments regularly use LCDs as effective teaching-learning tool.
- **Use of Social Media:** Most of the teachers use social media like Whatsapp and Facebook innovatively and judiciously to interact and to share the knowledge with the peers and the students.
- **Google Classrooms:** Chemistry, Botany, Zoology, Physics, Mathematics, Statistics and English departments have created Google classrooms to share study material (YouTube video's, PPT's, e-notes, pdf reference books, etc.) with the students, to interact with them and to provide exercises to them.
- **Use of smart phones:** English Teachers guide the students to download and use apps like dictionaries and spoken English in their smart phones.
- **Use of Charts and Models:** Science departments- Chemistry, Mathematics, Physics, Zoology and Botany departments prepare and use charts and models in teaching-learning.
- **Video lectures:** Mathematics and Chemistry departments have created YouTube lectures.

File Description	Document
Upload any additional information	View Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View Document

2.3.3 Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

Response: 31.04

2.3.3.1 Number of mentors

Response: 26

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

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 69.47

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 24.3

2.4.2.1 Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
8	8	6	6	5

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	View Document
Any additional information	View Document

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

Response: 8.41

2.4.3.1 Total experience of full-time teachers

Response: 252.2

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	View Document
Any additional information	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

Transparency in mechanism of internal assessment:

The evaluation system is implemented as per the guidelines of the affiliating University. Tentative schedule of the internal evaluation is published in the prospectus and the Academic Calendar prepared by IQAC. The schedule is approved in the meeting of examination department and displayed on the notice boards as well as on college website well in advance. Every faculty communicates syllabus and pattern of the scheduled test as well as the schedules of students' presentations of projects as internal evaluation well in advance. Overall conduct of the students is evaluated separately. Evaluation of projects includes project report, presentation and viva-voce. Marks submitted to the examination department are entered in the college examination software and are submitted to university examination section. After the internal evaluation the corrections/suggestions are communicated to the students. Thus the transparent internal evaluation takes place.

Robustness in mechanism of internal assessment:

- In addition to mandatory internal evaluation extra unit tests, open book tests, assignments, projects, viva-voce, tutorials, group discussions, seminars etc. are conducted. The assessed write ups and marks are communicated to the students along with corrections/suggestions for improvement.
- Field projects are given to the students by the science departments for development of their practical knowledge and incubation of research skills and these projects are evaluated by the concerned teachers.
- Viva-voce are conducted by some of the departments to flourish the communication skills among the students and to understand their subject knowledge.
- Foundation course teachers give the students the survey based projects on social issues to inculcate the social awareness and responsibility among the students and their projects are evaluated.
- For the courses like Communication Skills in English and Business Communication tutorials are mandatory. They are strictly conducted and evaluated by the course teachers. Some of the teachers from Science and Commerce faculty also conduct and evaluate tutorials to enhance problem solving ability of students.
- Almost all the departments conduct seminars and group discussion to build confidence and stage daring among the students.
- Students' overall conduct is evaluated from their behavior and participation in classroom and co-curricular activities.
- Writing for various in-house wallpapers and magazines, participation in dramas, street plays, quiz, elocution, debate, recitation, essay writing and storytelling competitions are the forms of evaluating the linguistic and literary skills of students. Practical knowledge and research skills of students are evaluated during their field visits, surveys and various extension activities.
- Especially the last year students of UG are provided the question paper sets of previous examinations for practice and they are evaluated by the course teachers. The slow learners are allowed open book tests.

For evaluating students' performance in topics like grammar and problems in Statistics and Mathematics, students are asked to solve problems on the black board in the class and the peers to assess and correct. Thus, the collaborative and participative evaluation takes place.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

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

Response:

Response:

The examination committee of the college deals with the examination related grievances. This committee has been constituted by the principal. It comprises of 5 members, the Principal himself being the chairman and other 4 members generally the heads of different departments. The committee carries out the smooth conduct of examinations. The students having grievances submit applications in the prescribed format to the Convener or the Chairman of the committee. The committee checks the authenticity of the grievances and tries to resolve them as soon as possible within the stipulated period. The committee then addresses the grievances and communicates to the concerned authority for a suitable action. The committee does not deal with sub-judicious cases.

The college conducts first and second year UG examinations on behalf of the university while the third year UG examinations are conducted by the university. Hence, the grievances regarding the college level examinations are attended to and resolved within 3 to 4 days while grievances regarding the university examinations are communicated to the university examination department in order to solve them.

In case of university examination discrepancies if any in the question paper set by the university or in the hall ticket issued by the university, the examination committee of the college coordinates between the students and the university to rectify the same within the duration of the examination so that the students are not put to loss. The examination committee also coordinates if the result of any student is kept reserve by the university and gets it resolved from the university.

The committee provides oral advice to the students when it is sufficient to resolve the grievances. It makes efforts to settle the disputes politely whenever possible and report the same to Principal whose decision on such a report is final and binding.

Considering the total strength of the college a number of such grievances are very few.

The grievances regarding evaluation work are redressed according to the rules and regulations of the University. If the students who are not satisfied with their evaluation, they can apply for a photocopy of the answer-book and revaluation within seven days after the declaration of result. The photocopy or revaluation report is given within 15 days from the date of application. If the grievances are about university examinations then students can apply to Grievance Committee of University.

The Unfair Means Committee at college level deals with the grievances regarding unfair cases. The students are called in front of the committee and given opportunities to express. The report then is communicated to the Principal and the final decision is given to the examination committee prior to the declaration of result.

Thus, college helps the students in redressal of grievances related to the University and college examinations providing institutional support. There is a mechanism for redressal of grievances concerning evaluation both at the college and university levels.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

2.6 Student Performance and Learning Outcomes

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

Response:

Response:

The programme outcomes (POs), programme specific outcomes (PSOs) and course outcomes (COs) are stated and displayed on the website for the information of the stakeholders. All these outcomes are syllabus oriented. They depend upon the nature and content of the syllabus. Hence, they vary for every programme and course. The COs of the self-designed short term certificate courses are stated in the syllabus and are also displayed on the college website. The COs offered by the college are in accordance with the COs clearly stated by the affiliating university in the syllabus displayed on its website. The POs, PSOs and COs describe what students are expected to know and be able to do at the end of each programme/course. They are mainly related to skills, knowledge and behavior that students acquire through the course/programme they learn. They fulfil the objective of producing graduates capable of independent lifelong learning. All these learning outcomes provide an environment in which staff and students can achieve their full potential and foster a strong sense of belonging to the institution. Hence, teachers and students are expected to learn them.

Communication of POs, PSOs and COs to teachers:

Twenty percent faculty have been members of Board of Studies or of the Syllabus Revision Committees. In their meetings the POs, PSOs and COs are discussed and the process of understanding and sharing of all these outcomes takes place in appropriate manner. It enhances the quality of teaching learning. Similarly, these outcomes are discussed in the syllabus revision workshops jointly organized by the colleges and the university. At least one teacher from each department attends such workshops of Boards of Studies. These outcomes are also discussed in the departmental meetings. These actions provide insights and proper perspective to the teachers about the scope of the newly introduced courses and their outcomes.

Communication of POs, PSOs and COs to students:

In the beginning of every academic year the teachers communicate all these outcomes to the students in the class. Every teacher provides a photocopy of the course syllabus to the students. Some of the teachers upload it in the google classroom. Others post it on the WhatsApp group created for communication with the students. The outcomes of the course and the nature of contents in the syllabus are discussed in detail. Some of the teachers discuss the outcomes through power point presentation. The nature of the all these outcomes are explained in the class rooms directly or indirectly. The students are encouraged to understand these outcomes very well. After learning the outcomes the students understand the importance of the syllabus contents and their mindset is prepared for learning them. The outcomes mould the minds of the students for their continuous personal and professional growth.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	View Document
Upload any additional information	View Document
Past link for Additional information	View Document

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

Response:

Response:

Attainment of program outcomes and course outcomes are duly evaluated by the institution. The institute evaluates the specific outcomes of the programme with the help of summative evaluation mechanism. Formal as well as informal methods are used for the evaluation of the outcomes. Some of the methods used by the college for evaluation of the outcomes are feedback system, result analysis, internal evaluation, and students' performance in classroom activities as well as in co-curricular and extra-curricular activities conducted at college and university level. Attainment of the outcomes are also evaluated from students' participation in higher studies and placements and teacher's informal communication with students.

Feedback system:

At the end of every academic year the students' feedback on curriculum and teaching-learning process is collected and analyzed by the IQAC. Inputs provided for feedback on curriculum are clarity of outcomes, scope of curriculum, difficulty level, acquirement of skills, employability after learning it, etc. Inputs for feedback on teaching learning process are teaching methods, classroom activities, teacher's knowledge, use of teaching aids, internal evaluation, limitations, drawbacks and merits, etc. Besides this all the departments collect and analyze students' feedback on various co-curricular and extra-curricular activities and short term courses conducted for the development of their knowledge, skills, personality, global competency and employability. Reports of all these activities are submitted to IQAC.

Result analysis:

The institute evaluates the attainment of the outcomes also from the students' performance in the examinations. Class wise and course wise result analysis of the college level examinations is done by the examination department. The results of the university examinations are analyzed programme and course wise by the departments and then reported to the Principal and to the IQAC. All these results are discussed in the staff meeting, IQAC meeting and College Development Cell meeting.

Internal evaluation:

Unit tests, practicals, projects, tutorials, assignments, seminars, group discussions, debates, field visits, open-book tests, oral tests, etc. are conducted for attainment of specific outcomes and evaluated from students' performance.

In addition the outcomes are evaluated from students' performance in various co-curricular, extra-curricular and extension activities organized in connection with programmes and courses which result in positive behavior and orientation towards attainment of the outcomes. The attainment of outcomes evaluated by using the following tools:

Creative / academic writing for wallpapers and annual College magazine 'Vaibhavrana', successful participation and success in research competitions like Avishkar, contribution to specially designed literary /cultural programmes, performance in competitions like elocution, poetry recitation, quiz, debate, essay writing , poster exhibitions, presentations during value added courses, getting employments in various fields.

During social activities such as different camps and workshops involving general public, the students are observed and checked for their sensitivity and social awareness program outcome attainment awarded.

Further, all the departments keep the record of the students' admitted to higher education and their placements. This record also helps to evaluate the attainment of outcomes.

File Description	Document
Upload any additional information	View Document
Paste link for Additional information	View Document

2.6.3 Average pass percentage of Students during last five years

Response: 92.75

2.6.3.1 Number of final year students who passed the university examination year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
214	216	234	216	192

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
237	234	260	233	195

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View Document
Upload any additional information	View Document
Paste link for the annual report	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process	
Response:	
File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document

Criterion 3 - 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, Chairs in the institution during the last five years (INR in Lakhs)

Response: 4.42

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
1.50594	2.11	0.55	00	0.25

File Description

Document

List of endowments / projects with details of grants

[View Document](#)

e-copies of the grant award letters for sponsored research projects / endowments

[View Document](#)

3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)

Response: 6.67

3.1.2.1 Number of teachers recognized as research guides

Response: 02

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 17.19

3.1.3.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
03	05	02	00	01

3.1.3.2 Number of departments offering academic programmes

2018-19	2017-18	2016-17	2015-16	2014-15
13	13	13	13	12

File Description	Document
Supporting document from Funding Agency	View Document
List of research projects and funding details	View Document
Any additional information	View Document
Paste link to funding agency website	View Document

3.2 Innovation Ecosystem

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

Response:

Response:

The institution has created an ecosystem for innovations through Incubation Cell and Avishkar Research Committee and well equipped laboratories.

The Incubation Cell constituted in 2017-18 provides research ideas to students and encourages and assists them in doing research in the field of their interest so that they are incubated for future field of profession or employability. As per the suggestions given by the Incubation Cell IQAC took initiative to organize workshop on IPR and motivated all the departments to interactive sessions of experts from industries, internship programmes and skill based workshops. As a result of this Botany department organized two-day skill based workshop on "Fruit Processing". A workshop on "News Writing" was organized for the students of commerce. The cultural department organized workshops on "Voice Culture" and "Poetry, Music and Writing" in collaboration with Directorate of Cultural Affairs, Government of Maharashtra as well as the innovative activity "Speak India" in collaboration with Federal Bank and Times of India. Botany, Chemistry and Commerce departments organized internship programmes for students in collaboration with nearby industries. Chemistry Department organized National Level Paper Presentation Competition for students. The innovative "Nest Forming" activity was organized by the Nature Club.

Avishkar Research committee encouraged students for participating in Research Convention organized at zonal and University level. During the last five years the committee organized workshops on Research Methodology for students of Arts, Commerce and Science faculty to provide students essential training for the necessary skills in research methodology. As a result of it the students' participation in Research Convention increased every year and the institution received "Zonal Championship" in for students' participation in highest number at Zonal Level Research Convention.

Thus, the institution provides knowledge to the students through research, internship and skill based and innovative activities so as to prepare them for different professions in future.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years

Response: 20

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

2018-19	2017-18	2016-17	2015-16	2014-15
04	04	05	03	04

File Description	Document
Report of the event	View Document
List of workshops/seminars during last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 0

3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years

Response: 00

3.3.1.2 Number of teachers recognized as guides during the last five years

Response: 02

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
Any additional information	View Document

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 1.7

3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
10	09	04	06	17

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 2.89

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

2018-19	2017-18	2016-17	2015-16	2014-15
32	22	06	09	09

File Description	Document
List books and chapters edited volumes/ books published	View Document
Any additional information	View Document

3.4 Extension Activities

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

Response:

Response:

The institution has been established with a noble cause to provide higher education to the rural and socially and economically backward students. The institution caters to the upliftment and all round development of the students. It has also realised the need to sensitize the students to social issues for the development of holistic environment and developed a healthy network with neighbourhood community through various extension activities. Extension activities are planned taking this view point into consideration. The students being the major factor, are encouraged and motivated to participate in extension activities. Student centric community development programmes are organised by the college. The faculty shoulders the responsibility to engage students in the extension activities. Activities are organised through the Support Services like NSS, DLLE, Nature Club and Women Development Cell. Academic departments like Marathi, History, Botany also organize extension activities.

Some of the major extension activities conducted by NSS and DLLE include Save the Girl Child project, Save Electricity project, Distribution of Notebooks to the school children, Cleanliness Drives, Water Conservation programme (i.e. construction of bunds on river), Aids Awareness Rally, Voter Awareness rally, Helmet rally, Tree plantation Awareness rally, Voting rights awareness programme, Health Check-up Camp, Tree Plantation, Blood Donation Camp, Disaster Management Workshop, Street Plays, Waste to Compost Workshop, etc.

The NSS unit of the institution is very active. It has received the Best NSS Unit award, Best Volunteer awards and Best Programme Officer awards for its best services from University of Mumbai. It has also received district level awards for Blood Donation Camps. Every year a seven day residential camp is organized in the village adopted by the institution. They have a schedule of work. The work comprises of cleanliness drives, repair of roads, digging soak pits, construction of bunds, etc.

WDC organizes activities for Gender Sensitisation, Women Empowerment and Prevention of Sexual Harassment. Marathi department organizes Book Rally on the occasion of Marathi Rajbhasha Day to create awareness of Marathi language. Botany department organized workshops for local farmers on "Grafting Techniques in Plants" and "Indigenous Medicinal Plants" and Chemistry Department organized Career guidance for 10th and 12th Standard students in Vaibhavwadi. Nature Club organized Animal Exhibition for students of rhythm play school.

The institution conducted Sindhu Vikas Doot campaign for two years started by the Sindhudurg district

collector office. The campaign included awareness of cashless economy, disaster management, voting awareness, consumer protection, cleanliness drives and computer literacy.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 14

3.4.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
05	02	02	02	03

File Description	Document
Number of awards for extension activities in last 5 year	View Document
e-copy of the award letters	View Document

3.4.3 Number of extension and outreach Programmes 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 organised in collaboration with industry, community and NGOs during the last five years.

Response: 69

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

2018-19	2017-18	2016-17	2015-16	2014-15
23	14	13	09	10

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document
Any additional information	View Document

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 62.89

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

2018-19	2017-18	2016-17	2015-16	2014-15
566	560	547	432	425

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document
Any additional information	View Document

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 13

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

2018-19	2017-18	2016-17	2015-16	2014-15
04	02	04	02	01

File Description	Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	View Document

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	View Document

Criterion 4 - 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.

Response:

Response:

Our institute is located on the hill in the western ghat of Maharashtra. It is surrounded with full of natural beauty. The specific location provides pollution free and natural environment. The total campus area is of 4 acres. It has adequate space for the required infrastructure. The total built up area is 3968 sq.mt. The building has a basement and two floors. There is adequate physical infrastructure in the form of classrooms, science laboratories, library, computer laboratory, language laboratory, seminar hall, smart classroom and conference room as well as ICT facilities to cater to the academic needs of around 800 students of 13 UG Programmes.

There are 20 classrooms, 7 science laboratories. (Botany-1, Zoology-2, chemistry-2 and Physics-2-with dark room facility) for experiments. Besides this Chemistry department has a separate store room for chemicals. All classrooms and laboratories are spacious, ventilated and well equipped with furniture and requisite electrification. 11 classrooms are provided with LCD projectors out of which one is smart classroom. There is one seminar hall and two conference rooms equipped with ICT facilities where workshops, seminars, conferences and guest lectures are organized. The whole campus is connected with Wi-Fi facility. There is separate back-up for library, computer laboratory and smart classroom for continuous power supply

There are total 54 computers and 12 LCD projectors for student use. There is a computer lab consisting of 16 computers with internet facility connected with LAN, 1 LCD projector and Luminus 3.5 KVA with 8hr back up facility. It is used as the browsing centre for students and faculty as well as practical lab for Mathematics and for some of the certificate courses. Language lab is equipped with 24 computers and headphones. 16 computers are connected with ETNL software.

The central library is of 216 sq. mt. It has reading section for students and faculty. In the library, there are adequate number of text books, reference books, e-books, newspapers, question papers, magazines, journals and periodicals available for faculty and students. Library provides open access for books to students and faculty. Library also provides e-resources like INFLIBNET-NLIST to the students and faculty. Students are benefited with computer facilities to assist their learning. In addition, some of the departments have a separate departmental library to provide subject related books.

Other physical infrastructure includes competitive examination centre, NSS room, NCC room, WDC room, DLLE room, Gymkhana room, Recreation/Yoga center, well-furnished administrative section, examination room, a section for DEPD work, IQAC room, common staff room with attached washroom, Girls' common room, ladies and gents washrooms, wending machine, safe drinking water facility for students, guest room with 4 beds and attached washroom and a separate health room having a bed and up-to-date first-aid box. There is one Xerox machine kept in the administrative office to provide service to students at affordable cost. Canteen fulfils the needs of Students and the Staff by offering fresh, good and

hygienic food items at affordable cost. The entire infrastructure is under CCTV surveillance.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

Response:

Facilities for cultural activities:

There is a recreation hall with capacity of 500 chairs for cultural events. It is used to conduct various cultural programmes such as, drama, dance, music, singing, one-act play, skit, elocution, folk arts, plays, mimes, skits etc. The sound system is available for cultural activities. Full time cultural committee is appointed to motivate and guide students for participation in cultural activities. Cultural committee organises a number of activities throughout the year. Cultural days are celebrated as 'Hemantotsav' with great enthusiasm. The students of the college have represented at Zonal and University level cultural events. The college has necessary instruments including percussion and non- percussion for cultural events such as harmonium, dholaki and tabla. Some instruments like dhol, tasha, halagi, ghumke, zang, tuntune, pakhawaj, synthesizer are borrowed on special occasions.

With the changing times, college has realized that cultural activities are not only to entertain or exhibit one's performing skills but they can provide ample career opportunities. Some of the students have got the benefit of cultural unit. They are working as professional artists in Marathi television serials and movies.

Facilities for sports:

The campus and infrastructure of the college creates a positive influence among the students. The college has an indoor stadium and a playground to provide platform to all those students who keep sparks of sports. The area marked for multipurpose indoor stadium is 750 sq.mt. The indoor stadium provides facilities for playing indoor games such as table tennis, badminton, chess, Judo, and carom, etc. For outdoor games there is a playground which is used for playing and practicing various games such as, volleyball, kabaddi, long jump, high jump, throwing disc, shot-put, javelin, etc. In order to inculcate the sport habits among the students, the college organizes different sports competitions. The college has plenty of equipment necessary for all indoor and outdoor games. There is separate gymkhana office and gymkhana store room. The equipments such as treadmill and cycling are available for physical exercise. For administration and maintenance of sport facilities the Gymkhana Committee is appointed by the Principal. The college has also recruited a physical director on contract basis as per the rules and regulations of UGC. Every year college organises intra-collegiate as well as intercollegiate sports competitions.

Yoga centre:

The recreation hall on the terrace is used for practicing yoga. Yoga day is celebrated every year in which students, faculty members and non-teaching staff participate. Students are given yoga training once a week from 7.00 am to 8.00 am in the morning. Two of the faculty members work as yoga trainers.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 56.52

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 13

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 26.64

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
5.08459	16.67639	13.1807	14.49145	4.88873

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	View Document
Upload audited utilization statements	View Document
Upload any additional information	View Document

4.2 Library as a Learning Resource

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

Response:

Response:

ILMS software for automation	E - LIBRARY MANAGER
Status of automation	Partially automated
Version of ILMS software	Library Manager Version 2.0.0 Developed & powered by Polygram Software Solution, Pune. Library manager can be best viewed in 1024 * 768 resolution required version Offline and Online of internet explorer is IE 7.0,Firefox
Year of Automation	2009-10
OPAC	OPAC is available for users
Electronic Resource Management package for e-journals	available through UGC INFLIBNET N-LIST
Library Website/ webpage	http://elibrarymanager.com/cg/My_Search/My_Book_Search.aspx
In-house/remote access to e-publications	available through N-LIST INFLIBNET & College Teachers Lecture Videos on you tube website available & offline Lectures videos from vary subject departments available in the library
Total number of computers for public access	one computer for students and another computer as server for library automation
Total number of printers and Scanners for public access	one scanner and one printer
Internet bandwidth/speed	30-50 mbps

Library Manager Version: It is an integrated, multi-user, multi-lingual package, which computerizes all the in-house operations of library. This software is used to operate and maintain library's reading materials in the digitized accession registers as well as records. It consists many features such as online public access catalogue (OPAC), Book Management, Accessioning, Membership, Circulation, Reports and Administration. This package is user friendly & can be handled / operated by the staff vis-à-vis

the beneficiaries of the system. Most of activities / work of library is done through online e-library manager software.

Library Automation: Presently library is partially automated but entire library is gradually being automated at the remarkable extents. Almost all the housekeeping work is partially computerized.

OPAC (Online Public Access Catalogue): It is highly versatile and user-friendly software in operation used for simple and advanced search for books available in the library. The bibliographic information about the collection is made available through library OPAC system. The books can be searched on the basis of various criteria like: title, author, subject, place of publishing, publisher, year of publishing, with the exact details and the status of the books present in library.

File Description	Document
Upload any additional information	View Document
Paste link for Additional Information	View Document

4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

E. None of the above

D. Any 1 of the above

C. Any 2 of the above

B. Any 3 of the above

Response: A. Any 4 or more of the above

File Description	Document
Upload any additional information	View Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	View Document

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 1.17

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

2018-19	2017-18	2016-17	2015-16	2014-15
1.02324	1.19382	1.31714	1.40026	0.90339

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

4.2.4 Percentage per day usage of library by teachers and students during the last completed academic year

Response: 18.16

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

Response: 152

File Description	Document
Details of library usage by teachers and students	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

Response:

The college has well established mechanism for upgrading Information Technology infrastructure. The provision is made in the budget for annual maintenance of IT facilities in the college. IT infrastructure is provided to the administrative section, library, language laboratory, examination section, 11 classrooms, one smart classroom, one seminar hall and two conference hall. Internet facility is provided to all students and faculty. All these facilities are continuously upgraded in the form of hardware updating, addition of bandwidth, replacement of high capacity cables (CAT 6 cable for internet LAN), extension of continuous power supply facility, etc. The campus is networked through LAN. The BSNL broadband 20 mbps has been replaced by Joister 50 mbps for high speed. The whole campus is provided Wi-Fi facility.

The college has 02 Laptops, 67 computers (54 for academic and 13 for administrative work), 12 LCD projectors, 20 Printers, 20 Scanners, 1 digital camera, 3 Xerox machines. All computers are provided backup in the form of UPS. Old computers systems are upgraded to new versions. Resources from various websites and web links are used by the faculty and staff for regular teaching learning and administrative process. The college has procured necessary licensed softwares, especially for central library, administrative section, examination section, Statistics, Physics, Botany, Chemistry, Zoology, Mathematics and Language laboratories. All these softwares are regularly updated. The central library is partially automated with **ILMS** and upgraded to the latest version. There is INFLIBNET facility available in the library for students and faculty. The administrative office is connected through **MKCL and Mycrosys** online software which is recently upgraded to meet the requirements through LAN with separate server and 6 computers. The entire examination system is administered through e-governance with regularly updated software **Result 10**. The administrative and examination section are provided backup facility through inverters. The language lab is equipped with 16 computers and **ETNL** software. The incubation center is equipped with 08 computers. The Computer laboratory is well equipped with 16 desktop computers and Inverters for backup in case of electricity power failure (Luminus 3.5 KVA with 8hr battery backup). Antivirus softwares are installed and upgraded regularly.

The college has an active website administered and maintained by the college staff and a professional agency. It is updated regularly. Biometric system is introduced for recording the attendance of teaching and non-teaching staff. There are 20 CCTV cameras for security and surveillance purpose.

The open source softwares used in the science departments are as following.

Sr. no.	Name of the Department	Name of the software	
2	Physics	Microprocessor Simulation Program, Dev Simulation	C++
3	Chemistry	CHEM-DRAW	
4	Botany	MEGA-7, SPDBF, RASMOL, Clustle-W	
5	Zoology	Zygote Body	
6	Mathematics	Scilab	
7	Statistics	R-Software 3.5.0, Python 2.7 and 3.7, MS-Office 2010, Tableau (Student Version), MA Student Version for one year),	

TORA

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 14.94

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

4.3.3 Bandwidth of internet connection in the Institution

E. < 05 MBPS

D. 05 MBPS – 10 MBPS

C. 10 MBPS – 30 MBPS

B. 30 MBPS – 50 MBPS

Response: C. 10 MBPS – 30 MBPS

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

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 58.23

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

2018-19	2017-18	2016-17	2015-16	2014-15
28.91688	22.85115	26.24108	14.96634	18.721215

File Description	Document
Upload any additional information	View Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View Document
Audited statements of accounts	View Document

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.

Response:

Response:

The college has well-established systems and procedures for maintaining and utilizing physical, academic and support facilities. Some of them are maintained by an Annual Maintenance Contract (AMC) given to concerned agencies, some are maintained by external agencies on demand as per the need and the others are utilized and maintained by certain academic and administrative committees and office staff. The staff members and students handle the equipment with care.

College Development Committee: According to Maharashtra University Act 2016, the College Development Committee-CDC (previously known as Local Managing Committee) comprising of representatives of management, teaching staff, administrative staff, community and students has been formed to take proper decisions and implement them for the betterment of the college and for the welfare of the students. The Institution has a provision of budget allocation for various activities. The CDC monitors the overall functioning of facilities and services. The absolute and essential requirements of minor expenses of maintenance or replacements or construction are immediately sanctioned in the meetings. The requirements of large expenses are sent to the Management Council for approval and funding.

General measures for maintenance and optimum utilization:

1. Departments and office staff take care of the facilities provided to them.
2. Classrooms, administrative section, library, laboratories, washrooms are cleaned by the support staff.
3. Instructions are displayed for the proper use of infrastructure facilities.
4. The technical staff looks after the ICT facilities. For major problems, the college has AMC with the

local service provider. The laboratory assistant having technical and mechanical skills looks after the day to day maintenance of infrastructure.

5. Students carefully use main instruments and hazardous chemicals under the supervision of the teaching or non-teaching faculty.
6. Fire extinguishers are placed in appropriate places, and they are refilled periodically. For library books and office, document preservation periodic paste control is carried out.
7. An external electrician takes care of electric fittings and wiring periodically.
8. Campus landscaping of available free land is carried out by tree plantation.
9. For drinking water supply the college has a water cooler which is maintained by the support staff.

Maintenance and utilization of Laboratories:

The equipment of science laboratories is cleaned by the lab assistants of the related laboratories. When instruments are not in use they are kept in the cupboard or wrapped properly. Science departments have a number of equipment which need a regular maintenance. The high-end instruments are mainly maintained by the service engineers of the respective agencies who visit the institute for maintenance on call. The instruments are also calibrated as part of their maintenance. Such calibration is done regularly or as per the need by the expert faculty members in the respective departments. There are instruction boards for the students to use the equipment carefully.

Maintenance and utilization of Library:

There are two committees viz. Library Committee and Book Bank Committee to monitor the smooth and effective functioning of all the services provided and for the overall development of library. Two library attendants are appointed for transaction, cleaning and maintaining furniture and resources in the library. Binding of old loose books is done regularly to preserve them. Stock verification is done at the end of every year. There is an instruction board in the library for the students and staff.

Maintenance and utilization of Sport Complex:

Gymkhana committee takes care of utilization and maintenance of playground and indoor stadium and all the sports material with the help of support staff.

Maintenance and utilization of IT facilities:

Maintenance of all IT facilities such as computers, projectors laptops, printers, etc. is done regularly by the technician as per requirement. We regularly update the operating systems, software, hardware, etc. In case of physical damage we call an expert from related agencies. Power back up is provided to the computer systems to use them optimally. Maintenance and utilization of software is done through AMC.

Maintenance and utilization of classrooms:

Broken desks are repaired or damaged desks are replaced by new ones. Blackboards, glass panels of

windows if broken or damaged are replaced urgently. Electric fans, bulbs, etc. are maintained properly. The classrooms are cleaned regularly by the support staff. Dustbins are kept in all passages.

Maintenance and utilization of support facilities:

For maintenance and utilization of Website, Biometric machine there is AMC. Physical facilities like water supply, plumbing, water cooler, inverters, sound system, electric appliances, Xerox machines, furniture, fans, air conditioners, CCTV network, etc. are maintained by calling the experts from related agencies as per requirement. There are fire extinguishers mounted in the library, Arts wing, administrative section and Chemistry lab for precautions which are maintained by calling experts as per requirement. The college receives assistance from technicians of MSEB and BSNL Offices as and when necessary. The physical equipment is maintained and taken care of with the help of people concerned to the areas respectively.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 37.96

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
311	222	329	342	319

File Description

Document

upload self attested letter with the list of students sanctioned scholarship

[View Document](#)

Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)

[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 2.52

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
15	30	21	15	20

File Description

Document

Upload any additional information

[View Document](#)

Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)

[View Document](#)

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

E. None of the above

D. 1 of the above

C. 2 of the above

B. 3 of the above

Response: A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 68.07

5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
832	1217	141	280	260

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

E. None of the above

D. 1 of the above

C. 2 of the above

B. 3 of the above

Response: A. All of the above

File Description	Document
Upload any additional information	View Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0

5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description	Document
Details of student placement during the last five years (Data Template)	View Document

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 53.31

5.2.2.1 Number of outgoing student progression to higher education during last five years

Response: 129

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education (Data Template)	View Document
Any additional information	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT/JAM/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 21.43

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
01	02	00	00	00

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
14	02	00	00	00

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	View Document
Any additional information	View Document

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 last five years.

Response: 15

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) year-wise during the last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
02	04	05	02	02

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	View Document
e-copies of award letters and certificates	View Document

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

Response:

Response:

Student Council:

Formation of student council takes place as per the Maharashtra University Act, 1994, Section 40 (2) (b) (v)/ Maharashtra Public University Act, 2016, section 99 (3) and the Guidelines of Director, Student development (DSD), University of Mumbai every year. The Student Council consists of class wise student representatives and NSS, Sports, Cultural and ladies representatives. One of these representatives is elected as the General Secretary of the Student Council. The elected General Secretary of Student Council represents the college in the University Student Council and interacts with university authorities about students problems, if any. According to Clause 99 (c) of Maharashtra Public University Act, 2016, the role of the Student Council is to promote the curricular, co-curricular, extra-curricular and the general interest of the students and also to promote welfare of the students.

Activities of the Student Council: The Student Council is involved in majority mega events like “Hemantotsav” (Festival of Cultural and sports events) and the annual social gathering organized by the college. Through the meetings with the Student Council, college authorities realize the various problems faced by the students and accordingly they can find out the best possible solutions for them. Also the expectations and views of the college authorities are percolated to the students through Student Council. Thus, the Student Council plays an important role in keeping healthy relations between the college students and the college authorities. It is helpful in smooth functioning of all academic, administrative and other activities of the college. It contributes in solving the day to day issues/problems of their classes about cleanliness, drinking water, canteen, library, office, examination section etc. It brings these issues to the kind notice of the administration and gets them solved. The student council representatives act as volunteers for various conferences, seminars, workshops, gatherings and any other programmes organized by the college. The Student Council representatives along with the students actively participate in social and extension activities organized by the college.

Representation of students on Academic and Administrative Bodies: There are more than 50 academic and administrative committees. One or two students are nominated as student representatives on most of these committees viz. IQAC, CDC, NSS, DLLE, Women Development Cell, Internal Complaints Committee, Grievance Redressal Cell, Discipline Committee, Competitive Exam Cell, Sports committee, Cultural committee, Avishkar Research committee, Language Associations, Social Science, Commerce and Science Associations, Student Welfare Committee, Wallpaper committee, Magazine, etc. These student representatives help in organizing various programmes and are involved in decision making process.

Very positive recommendations in field of environmental conservation and green practices like “Plastic Free campus” and “No Vehicle Day” have emerged out of the recommendations from students. Thus, students are an integral part of academic and administrative ambience of college.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 43.6

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

2018-19	2017-18	2016-17	2015-16	2014-15
45	45	44	42	42

File Description	Document
Report of the event	View Document
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	View Document

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

Response:

Response:

The institution has a Registered Alumni Association comprising of 13 members. The total number of registered alumni is 321. The alumni association aims to foster interaction amongst the alumni, students, and faculty. Under the guidance of the Principal, the dedicated members of the association work to support students and organize various activities for them. The alumni association provides an open platform for the former students, current students, teachers and non-teaching staff to exchange views on several aspects related to the development of the college. The alumni meets are arranged once or twice in the year.

Quantum of contribution: The alumni contribute in various form of quantum towards the college. The college has received financial donation of Rs. 1,41,685/- from alumni during last five years. This contribution from alumni is in the form of various assets such as cupboards, computer set, laptop, gym

cycle, computer table, plastic carpet, portable mike and speaker set, fan, notice boards, books, wall clocks, table glass, photos of great persons and cameras.

Non-Financial Support: The alumni also offered non-financial Assistance such as Memento and trophies for cultural and sport competitions of the college. Some of the alumni made free of cost arrangement for lodging of NSS volunteers in their respective villages during 7 days NSS residential camp. The alumni also direct and guide the present students in preparation of various cultural events. They visit the special residential camp of N.S.S. to motivate and guide the students.

Alumni Representation in Administration: The college took the initiative to give representation to the alumni in College Development Committee and IQAC. The initiation taken by the college has fruitful results. The representative student played an active role in the activities and the decisions making process of the college. The increase in communication and healthy dialogue is seen after this initiation.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

5.4.2 Alumni contribution during the last five years (INR in lakhs)

E. <1 Lakhs

D. 1 Lakhs - 3 Lakhs

C. 3 Lakhs - 4 Lakhs

B. 4 Lakhs - 5 Lakhs

Response: D. 1 Lakhs - 3 Lakhs

File Description	Document
Upload any additional information	View Document
Link for any additional information	View Document

Criterion 6 - 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

Response:

Response:

Vision: To provide access to higher education for students in hilly and rural area and to enable them to develop as intellectually alive and socially responsible citizens.

Mission:

1. To develop personality of the students through value and skill based education.
2. To develop confidence among the students to face challenges of the new millennium.

The institution has cherished the motto "Vidya Param Daivatam". As per its Vision and Mission, the institution is committed to empower its young and talented but socioeconomically and educationally weak students by providing them with knowledge, skills, values and development opportunities at affordable cost and also to enrich the environment of this rather underprivileged region through various activities. The college provides career oriented quality education to the students from different walks of life through various academic programs and skill development courses. Through these activities students become aware of their strengths and develop their potentials. The extension activities in collaboration with various organisations and dealing with varied issues like gender equity, environment protection, etc. have sensitized the youth and made them responsible citizens.

Nature of Governance and leadership:

The institution has a very transparent governing system under the effective leadership of the Governing Body and the principal. The leadership is committed to fulfill the vision and mission statement of the institution. The leadership, comprising of the management and the Principal prepares the plan of action in consultation with CDC and IQAC. In view of execution of the perspective plan of the institution, the Governing Body of the management gives a proper sense of direction to the activities of the institution and mobilizes financial resources without any interference in the academic matters. Also the views and suggestions of student representatives in various committees are taken into consideration while planning various activities. The Principal plays a key role in governance and interacts with the stakeholders through induction programmes, staff meetings, alumni meets, annual general meet of General Body, parents' meet and informal interaction with parents as well through communication with Govt. Authorities. The constructive suggestions are considered while planning and implementation.

Plan of Action:

The academic and administrative planning is done at two levels - short term and long term. The short term plan includes academic calendar and its effective implementation whereas the long term planning includes Perspective plan. Perspective/Strategic plan is prepared in order to comply with the plans, policies and

recommendations of NAAC. Perspective plan comprises of raising of fund, starting new programmes or courses, adding or upgrading of infrastructure and improvement in academic, library and sports facilities, etc. The IQAC coordinates the preparation and monitoring of the plan to organize curricular, co-curricular and extracurricular activities. The Heads of all the departments and conveners of various academic and administrative committees along with the faculty and non-teaching staff play constructive role in effective implementation of the plan.

Thus the college adapts various procedures to monitor and evaluate its policies and plans for effective implementation and improvement from time to time.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

Response:

The college has adopted democratic and participative governance policy for the stakeholders. The aim of this policy maximum utilization of human potential available in the college for development. The Management Council is the apex body. However, according to Maharashtra University Act 2016 the governance of the college is done through the deliberations of College Development Committee-CDC (previously known as Local Managing Committee) comprising of representation of management, teaching staff, administrative staff, community and students. The participative deliberations of this forum takes decisions on important issues like fund distribution, purchase and basic amenities development, etc. More than 50 academic and administrative committees are at work under broad divisions like Curricular Aspects, Teaching–Learning-Evaluation, Students’ Activities, Student Support, Research and Extension, Infrastructure and Governance, etc. In addition various temporary committees are formed as per the need. The teachers are appointed as the members of these committees by taking into account their interests and abilities. The principle of delegation of authority is followed as it is delegated from the principal to vice principals, the vice principal to the heads of various departments or conveners/ coordinators of various committees and finally from the heads and conveners to the other members of the department or committee. The responsibility of financial matters of the college is delegated to office superintendent who works as Finance Officer. The principal in cooperation with all the departments and committees plans an effective implementation of polices and decisions. Office administration is governed by the office superintendent under the guidance of principal. The Heads and Conveners submit the activity reports to the principal who then submits the consolidated activity report to the Governing Body.

A case study showing participative management in the organization of one day International

Multidisciplinary Conference:

The college had organized one day International Multidisciplinary Conference 21st December, 2018. The decision of organization of the conference was taken in the IQAC meeting. It was decided that IQAC will organize this conference in collaboration with Library. Then the concerned proposal was placed in the CDC meeting for sanction. After the detailed discussion on proposal the CDC unanimously sanctioned the proposal. The budget, registration fees and all other matters regarding the conference were discussed and finalized in the CDC meeting. Then the principal held the staff meeting in which the title of the conference was decided and various committees such as organizing committee, advisory committee, stage management committee, breakfast and lunch management committee, registration committee, paper presentation committee, etc. were formed by the principal for proper execution of the conference. The conference was entitled as “International Multidisciplinary Conference on Recent Trends in Library, Science and Technology, Humanities, Commerce and Management”. All the committees worked under the guidance of the Principal and Vice-Principal to execute the conference. All the faculty as well as non-teaching staff was involved in the process. Institution gave an opportunity to some students to work as volunteers. 192 participants presented their research papers on various topics. The conference was a grand success due to the participative management.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

Response:

After the previous accreditation by NAAC in the academic year 2012-13, the next perspective plan for the period of 10 years (from the academic year 2013 to 2023) had been prepared by the IQAC by taking into consideration the recommendations made by the NAAC Peer Team and the institute's vision, mission, core values and SWOC. The plan was approved in the CDC meeting with certain modifications as per the budget allocation and was sent to the governing body for final approval and provision of funds for implementation of plan. The plan was implemented after taking sanction from the governing body.

The perspective plan of the institute focuses upon the matters like infrastructure and physical facilities, sports and cultural facilities, introduction of new programs and courses, IT infrastructure, promotion of research, Starting NCC and competitive examination centre, recruitment of teaching and non-teaching staff, introduction of short term certificate courses, permanent affiliation of UGC (2F) & (12B), e-governance development, MoU for faculty exchange, organization of national and international seminars

and conferences, promoting research through Avishkar Committee, teachers' quality improvement, implementation of mentor-mentee system, registration of Alumni Association, ISO certification and AAA audit, installation of solar panel, enhancement in extension, gender-equity and environment oriented and green campus activities, healthy practices, etc.

Most of the projects listed in the perspective plan have been successfully implemented in the last five years and the remaining projects are in progress. The deployment documents in this regard are available in the institution.

Activity successfully implemented based on the perspective plan:

Development and enhancement of Infrastructure and physical facilities

Development of Infrastructure facilities was one of the important items in perspective plan. As per the plan principal's cabin and administrative section were renovated with furniture and 11 classrooms were enabled with ICT. One classroom was converted into Smart classroom which can also be used as conference hall. A seminar hall and a conference room were set up with ICT facilities. Science laboratories were extended and upgraded. Computer laboratory was set up as browsing centre and language laboratory was set up with ETNL software. Library was enhanced with ILMS software and INFLIBNET-N-LIST facility along with purchasing more books and journals. A well-furnished guest room and health room were made available in the college building. Indoor stadium, canteen and parking shade were constructed. Separate rooms for all support services like NSS, NCC, DLLE, WDC and Gymkhana were constructed. An open theatre/Recreation hall was enhanced with proper stage for cultural activities as well as yoga practice. Biometric machine and CCTV cameras were installed. The campus was made Wi-Fi enabled. The plan made for all of these physical facilities was successfully implemented during the last 5 years.

File Description	Document
strategic Plan and deployment documents on the website	View Document
Paste link for additional information	View Document

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.

Response:

Response:

The institution has an administrative network of advisory, executive and supervisory bodies. The college organogram is as attached.

Governing Body:

Governing Body is an elected body of the Maharana Pratapsinh Shikshan Sanstha which governs the functioning of the institute. It is the apex body of the college. It comprises 15 members. It supervises, directs and controls the affairs of the Institution. It passes resolutions to frame and design policies, guidelines, rules, by laws. It nominates separate local committee for the institute. The meeting of the Governing body is held once a year.

College Development Committee:

The CDC is constituted according to the Maharashtra University Act, 2016. It comprises 12 members. Three elected members of teaching staff and one elected member of non-teaching staff represent CDC for a period of Five Years. It is the policy making body which monitors the entire academic and administrative functioning of the college on behalf of Governing Body. It prepares the budget and financial statements, makes recommendations to the Governing Body for academic progress of the college. It advises the Principal on academic and other activities.

Administrative Committees:

Principal being the head of academic and administrative sections, looks after smooth functioning of administration. The administrative office provides clerical support necessary to maintain records and to interact with the stakeholders, university and Government offices. There are more than 50 administrative committees formed by the Principal for monitoring and facilitating academic and administrative activities. Some temporary committees are constituted as per the need. Most of these committees include student representatives. Principal is the president of all these committees. The Vice-principal, staff secretary and NCC officer are given certain authorities.

IQAC: IQAC plays a catalytic role and takes initiative for enhancement and sustenance of quality by framing the policies and preparing a perspective plan.

Service Rules, Procedures, Recruitment and Promotional Policies

The institute follows the Maharashtra Public University Act 2016, directions of the state government, rules and regulations of the UGC, and statutes of University of Mumbai for service rules, procedures, recruitments and promotions which are deliberated through CDC. Institution follows PBAS of the UGC for the promotion of the teachers. Following the promotion policies of Government of Maharashtra and reviewing the Confidential Reports signed by the principal, the non-teaching staff is promoted to the higher positions by the Governing Body.

Grievance Redressal Mechanism:

The College Development Committee (CDC) works itself as a Grievance Redressal Cell for the staff as and when is required. Besides this the college has constituted Grievance Redressal Cell and Internal Complaint Committee as per State Government directions for students to address their grievances and complaints and to resolve them. ICC works for prevention and redressal of sexual harassment. There is Anti Ragging Cell constituted as per the direction of UGC and State Government. Grievances related to examination are taken care of by the examination committee and Unfair Means Committee. There is also RTI committee constituted as per the guidelines of Department of Higher Education of the State

Government.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document
Link to Organogram of the Institution webpage	View Document

6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

E. None of the above

D. 1 of the above

C. 2 of the above

B. 3 of the above

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP (Enterprise Resource Planning) Document	View Document
Details of implementation of e-governance in areas of operation, Administration etc	View Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

Response:

Welfare of the teaching and non-teaching staff of the college is taken care of on different fronts like finance, research, physical and mental health, appreciation and recognition, etc.

A '**Credit co-operative society of non-teaching staff**' is operative in the college to assist the college employees to get financial support in case of emergencies or as and when needed. 12 non-teaching members are regular members of the society. The society accepts deposits, monthly subscriptions and provides loan up to 1,00,000/- to its members for purposes like home construction, vehicle purchase, wedding, medical treatment etc. It also provides a loan urgently up to Rs. 20,000/- for emergency situation. The members are given advantage of 1 % higher interest on their Recurring deposits in the society as compared to other financial institutes. Wards of the members of the society are felicitated in the general body meeting for their meritorious work.

Workshops and lectures on investment scheme, financial literacy and consumer guidance are organized in the college. Laboratory Safety workshops are organized for non-teaching staff.

Financial support: Financial support is provided to teaching and non-teaching staff to attend seminars/conferences/workshops.

Government welfare schemes: Gratuities and Pension schemes are available for the staff.

Duty Leave: Duty leave is granted to the staff for attending seminars/workshops/conferences and Faculty Development Programmes (Orientation/Refresher/Short Term Courses) and conferences, seminars, workshop etc.

Physical and IT facilities: To enable the teachers to conduct research work smoothly, the college offers them all the necessary infrastructure facilities including browsing centre.

Female staff has been provided special leaves as per the rules and regulations of the state government.

Felicitation of Teaching and Non-teaching staff for outstanding work: The outstanding work and excellence of teaching and non-teaching staff in the academic and administrative field, research and social welfare is appreciated by the principal and the members of the Governing Body by felicitating them at the Annual Day programme.

Facilities for health care are provided in the college. All the staff members live in Vaibhavwadi. Hence, they are encouraged to take advantage of the facilities of sports and gymnasium facilities like the volleyball, badminton, table-tennis, treadmill and cycling for physical fitness. Most of the staff members use these facilities in the evening.

Lectures on Stress Management are organized by the Staff Academy. The Staff Academy provides a common platform to the staff members to share their views and knowledge about various subjects and to enhance the interaction and sense of unity among them.

Internal Complaints Committee works for prevention of sexual harassment of women at workplace.

Physical facilities: Canteen and Parking facility is available for the staff.

The college supports the staff in happy and stressful moments. All the staff of the college behave like

members of big joint family and always participate in the moments of happiness and sorrow in the life of every staff member.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 26.9

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

2018-19	2017-18	2016-17	2015-16	2014-15
07	07	08	08	06

File Description	Document
Upload any additional information	View Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 3

6.3.3.1 Total number of professional development /administrative training Programmes organized

by the institution for teaching and non teaching staff year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
03	03	06	03	00

File Description	Document
Upload any additional information	View Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP) during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 16.02

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

2018-19	2017-18	2016-17	2015-16	2014-15
07	06	02	04	03

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View Document
IQAC report summary	View Document
Details of teachers attending professional development programmes during the last five years	View Document

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

Response:

Response:

Performance Appraisal of Teaching Staff based on PBAS:

For the assessment and promotion of teaching staff the institution follows the performance appraisal system laid down by the UGC and implemented by University of Mumbai in the form of "Performance Based Appraisal System"(PBAS). IQAC guides the faculty regarding PBAS. The minimum norms of Selection Committees and Selection Procedures as well as API score requirements for the different cadres, through Career Advancement Schemes and Regulations are applied for PBAS. based on the concerned documents. These annual API scores verified and confirmed by the IQAC are compounded prospectively as and when the teachers become eligible for CAS promotion to the next cadre with the multiplication factor of years of service required to apply for CAS promotion. API scores for Category I and II are applied for every year while API score for category III is applied for the entire period. The faculty who wishes to be considered for promotion The PBAS is based on API Score of category I (teaching, learning & evaluation) and category II (co-curricular, extension & professional activities) and category III (Research & Academic Contribution). At the end of every year every faculty submits his/her API to the IQAC for verification under CAS has to submit the PBAS Proforma to the Principal three months in advance of the due date, along with the application that he/she fulfils all qualifications under CAS. The Selection Committee specifications as per Circular are applicable to all Career Advancement promotions of Assistant Professor to Associate Professor and to that of Associate Professor to Professor. The selection procedures are completed on the day of the selection committee meeting, wherein the minutes are recorded along with PBAS scoring Proforma and recommendation made on the basis of merit and duly signed by all members of the selection committee.

Performance Appraisal of Non-teaching Staff:

The institution has performance appraisal system for non-teaching staff which is channelized through Confidential Report. This form is as per the rules and regulations of the Government of Maharashtra. At the end of every year the C.R. of every staff member is verified by the Office Superintendent, considering the efficiency of the employee in work, his/her decision making power, boldness, special inclination, chastity and propriety and then it is submitted to the principal. Along with C.R., Seniority is also considered for the promotion of non-teaching staff.

Performance Appraisal of Teaching Staff on the basis of Students Feedback:

As most realistic assessment of a teacher's performance is done by students, the IQAC has introduced the student feedback system as per the NAAC guidelines on institutional parameters. The students continuously assess teachers' performance and reflect their opinions in the feedback-forms. The feedback is compiled, analyzed and communicated to the teacher.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Response:

Institution conducts internal and external financial audits regularly.

Internal Audit:

Internal financial audit is carried out by Internal Auditor appointed by the Governing Body with objective to suggest improvement or strengthen the overall governance mechanism of the education society. The purpose of internal audit is not only to examine books of accounts but also to review the present working and make valuable suggestions to improve it. The main objective of internal audit is to assure the management that the accounts are being properly maintained and the system provides adequate safeguards for detection and prevention of any frauds. The latest internal audit was conducted in the year 2018-19. The internal audit is conducted annually by Arvind B. Raorane, Mumbai.

External Audit (Statutory):

External Financial Audit is carried out by Statutory Auditor appointed by the Governing Body. The practicing Chartered Accountant is appointed as statutory auditor. Institution conducts external financial audits every year. The latest external audit was conducted in the year 2018-19. The external audit is conducted annually by the authorized Chartered Accountant, Suhas J. Palav & Co, Kankavali.

External Audit (Government):

Government audit is conducted by the Senior Auditor from J.D. office, Higher Education, Government of Maharashtra, every year. On the basis of the issues raised by the auditor, the compliance report is submitted. The latest government audit was conducted in the year 2017-18.

The corrective measures are taken on the basis of audit objections and queries. Also compliance for all recommendations are made in time.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year wise during

the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Response:

Institutional Strategies for Mobilization of Funds:

Our institution being a non-profit organization has developed strategies and set mechanisms and procedures in terms of creation of financial resources, generation of funds, budgetary allocations, and optimum utilization with utmost transparency. The institution, faculty and parent education society takes efforts for mobilization of funds. The institution encourages faculty of the department to generate funds for the different activities. The Institution and faculty apply for various developmental schemes announced by the different funding agencies.

Various resources for mobilisation of funds:

- Government of Maharashtra provides salary grant for teaching and nonteaching staff of aided section of the institution as per the pay scale norms of the UGC & State Government. In the latest completed academic year it was about Rs. 3,91,72,832/-
- For grant-in aid courses the admission fees are collected from the enrolled students as per the University norms. Development and utility fees contribution from students remains a basic and major source of funding to the institution. In the latest completed academic year it was about Rs. 31,52,769/-
- The research grants received from the affiliated university for the Minor Research projects during the last 5 years is Rs. 1,31,900/-
- The grant received from the DST (Department of Science and Technology), Govt. of India included is Rs.60,594/-
- Out of the total grant of Rs. 90 lakh sanctioned by the Govt. of Maharashtra for construction of indoor stadium Rs.58.50 (Lakh) have been received.
- The Institution receives interest on fixed deposits.
- The institution receives grants from the affiliated university for conducting co-curricular activities such as Workshops on revised syllabus and N.S.S. extension activities.
- The Management provides funds to the college as and when it needs to meet the expenses against

infrastructure and maintenance.

Optimal Utilisation of Resources:

Institution Budget: The budgetary allocations are made at the beginning of the financial as per the needs and requirements of the various departments. The budget is approved in the College Development Committee. As per budget, Head or conveners of the departments proceed with the planned activities.

- **Purchase Committee:** After the budget is approved by the CDC the Purchase Committee considers requirements from all the departments, invites quotations, prepares comparative statements, negotiates with suppliers and then purchase order is executed. The purchase procedure is scrupulously monitored by the committee. The institution focuses on maximum utilization of resources.
- **Accounts and Audit:** All funds mobilized are properly accounted in the books of account. Every year institute conducts external financial audits by appointing statutory auditor.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

Response:

IQAC had planned and executed a number of quality assurance strategies and processes in the third cycle such as conduct of regular meetings, collection and analysis of feedback on curriculum and teaching-learning process followed by action, promotion of research, timely submission of AQAR, conduct of AAA and ISO certification, infrastructure development, introduction of new programs and certificate courses, etc. As a result of it there has been incremental growth in various factors. Two practices institutionalized successfully are as following.

1. Strengthening IT structure for administration and teaching-learning

IQAC decided to increase use of ICT facilities in day to day functioning of all the sections of the institution. As a part of this the systematic addition and upgradation of the hardware and software was done. Administrative office, examination section, library and language laboratory are enabled with necessary ICT facilities and software. The BSNL internet connection is replaced by Joister with 50 MBPS and Wi-Fi facility is provided on the campus. The number of computers has been increased to 67 out of which 54 are used for teaching-learning. Number of LCD projectors has been increased from 1 to 12. A Browsing centre with 16 computers and a has been set up with LAN. A seminar hall and two conference halls have been provided with LCD projectors and LAN. 11 classrooms have been made ICT enabled and one of them is made a smart classroom. There are 3 three Xerox machines, 2 laptops, 20 printers and 20 scanners purchased during the last five years. INFLIBNET N-LIST facility has been provided in the library. Biometric attendance system has been introduced for staff and the whole campus has been brought under CCTV surveillance. All the teachers use ICT in teaching learning process and they have prepared e-content for teaching.

2. Promotion of Research and Innovation:

IQAC has taken necessary steps to promote research culture among staff and students. Two committies are constituted for promotion of research- Avishkar research committee and Incubation Cell. As a result of the continued focus, the number and quality of research activities in the institution has gone up significantly. During the last five years the institution organized 19 seminars/workshops on Research Methodology and 1 workshop on IPR. 14 minor research projects funded by university of Mumbai have been successfully completed. 46 research papers have been published in National and International Journals. Number of books/chapters in edited books and research papers published conference proceedings has gone up to 78. One of the teachers visited 02 foreign countries for presenting research papers. 05 teachers have completed Ph.D. and 03 M.Phil. 13 teachers have registered for Ph.D. and 1 for M.Phii. Total 49 students participated in Avishkar Research convention (36 Zonal level and 13 at University level). The institution received Zonal Championship in the inter-collegiate Avishkar Research Convention organized by the affiliating university for the year 2018-19. Total research grant received from various funding agencies is about 4,41,594/- during the last five years.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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 (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

Response:

IQAC has fostered innovation and creativity in the college by improving the work culture of teaching and non-teaching staff. It also motivated the faculty members to organize and attend conference/Seminars/workshops and participate in FDP and increase research and extension activities. IQAC has motivated all the departments to start short term certificate courses for students and use ICT in teaching learning. Two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC are as following.

Example 1: Review of Teaching Plan and its execution

In the beginning of the academic year, IQAC prepares Academic Calendar. All the departments hold meetings for planning of departmental work, workload, timetable, syllabus distribution and teaching plan and prepare their departmental calendar. All the faculty prepare their course and semester wise teaching plan taking into consideration the teaching days and departmental activities in the academic year. Teaching plans are prepared meticulously with an objective to work it out properly, verified by Head of the Departments and submitted to IQAC. Teachers also plan the revision of syllabi and arrange extra lectures, if necessary. Daily teaching record is maintained in Teacher's Diary which is reviewed and verified by the Head of the Departments and Principal/Vice Principal at the end of each semester. The diary also contains list of reference books, teaching methods and result analysis. Syllabus completion reports are submitted to IQAC at the end of each semester.

Example 1: Evaluation of teachers' performance by students

The IQAC evaluates performance of the teachers at the end of every academic year by taking feedback from students on teaching –learning process. For this purpose IQAC has designed a structured feedback form on teacher's performance. Students as stakeholders review the teaching learning process by giving feedback on their teachers. Every teacher is evaluated in this process for his/her performance in the classroom as well as in other academic and extra-curricular activities. Some of the parameters of evaluation are teacher's subject knowledge, communication skills, teaching methods, use of ICT, and learning resources. The feedback is analyzed and submitted to the principal who then shares it with the respective teacher confidentially for quality enhancement. It is also used for bringing necessary reforms in teaching-learning process in the institution.

Learning outcomes: Learning outcomes are measured through students' performance in internal and external examinations as well as in certificate courses and co-curricular and extension activities conducted by the institution. One student got university Gold Medal in Marathi subject. Some of the students have won prizes at district and university level elocution and essay writing competitions and district level awards for extension activities. Increasing graph of students' regular attendance in the classroom and their progress in curricular, co-curricular and research activities is the result of initiatives taken by IQAC to review the effectiveness of teaching learning process.

File Description	Document
Upload any additional information	View Document

6.5.3 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)**
- 3.Participation in NIRF**
- 4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

E. None of the above

D. 1 of the above

C. 2 of the above

B. 3 of the above

Response: B. 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	View Document
Upload details of Quality assurance initiatives of the institution	View Document
Upload any additional information	View Document
Paste web link of Annual reports of Institution	View Document

Criterion 7 - 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 last five years.

Response:

Response:

1. Safety and Security

Women Development Cell, Anti-Ragging Cell, Discipline Committee and Grievance Redressal Cell play important role in generating awareness and addressing gender related issues. All these committees are constituted as per rules and regulations of State Govt. or affiliating university. Internal Complaints Committee is constituted as per the regulations of Maharashtra Govt. 2013 Act for prevention and prohibition of sexual harassment, if any, preserving anonymity. Location of the college on the hill, away from the town, helps us in maintaining the discipline and providing the security to girls.

Following initiatives are taken to ensure safety and security of the female students.

- The college campus is under CCTV surveillance.
- Suggestion box is installed to drop suggestions or complaints from students regarding safety and security. The complaints are immediately resolved by the Grievance Redressal Cell.
- The discipline committee of the college safe guards the campus in all aspects. This committee monitors the campus for avoiding unfair incidences and intentionally keeps watch on the vulnerable places. In college campus, the Identity Card is compulsory for students and staff.
- During the seven days NSS residential camp, security and safety is provided by allotting special duties to all female faculty. One of the female staff is appointed as NSS Programme Officer.
- During mega events like cultural and sports Days and Annual Day when most of the students are present on the campus, the discipline committee, student council and NSS volunteers together maintain the safety and security.
- Transport facility is immediately provided in case of medical emergency.
- Women development Cell of the college functions very actively and conducts various activities for safety and security and empowerment of female students in the college.
- The training in self defence mechanisms like 'Judo-Karate' and Hemoglobin check-up camp was organized for girl students.

2. Counselling:

Counselling of girl students is done by female faculty regarding health issues, cleanliness, use of washrooms, discipline, etc. Women cell organizes all important activities associated with the counseling of the girls and boys. Various lectures, poster presentation and street plays are organized on prevention of female foeticide.

3. Common Room:

A separate common room is available for girl students. There are two washrooms- one on the ground floor and another on the first floor. The washrooms are provided with proper water arrangements, toilet blocks and display boards for notices brought in by the Women Development Cell. Vending machine facility for sanitary napkins is provided to one of the washrooms.

File Description	Document
Link for annual gender sensitization action plan	View Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	View Document

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

E. None of the above

D. 1 of the above

C. 2 of the above

B. 3 of the above

Response: C. 2 of the above

File Description	Document
Geotagged Photographs	View Document
Any other relevant information	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management

- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

Response:

Our college is quite aware of waste management. The college has displayed various slogans to bring environmental consciousness among the stakeholders. The college gives priority to keep the campus clean and eco-friendly. It instructs the staff and students to reduce waste to maximum possible extent. Our college has conducted green audit, energy audit and environment audit of the campus.

- **Solid Waste Management:**

The students are instructed to deposit waste in dustbins kept at various places on the college campus. The solid waste, not useful for composting, is disposed off twice a week to the garbage carriers of the Municipal council. The decomposable solid waste is used to convert it into compost in a plant maintained scientifically. This organic fertilizer is used for the college campus plantation. Our NSS volunteers conduct campus cleaning drives for the solid waste management.

- **Liquid waste management:**

Liquid waste from washrooms and laboratories discharged in the tanks build at a safe distance from the college building. A worker has been appointed for cleaning the washrooms.

- **Biomedical waste management:**

Biomedical waste is not generated in the college campus.

- **E-waste management:**

The refilling of toner and cartridges of printers is outsourced which enables the reuse of the toners and reduces the e-waste. The staff uses pen drives to store data instead of files or CDs. Electronic goods are put to optimum use and the minor repairs are set right by the staff and the laboratory assistants and professional technicians are called as and when required. Efforts are made to reduce the quantity of e-waste by the optimum use of electronic devices.

- **Waste Recycling System**

Waste Recycling System is not available in the college campus.

- **Hazardous Chemicals and Radioactive Waste Management:**

Hazardous chemicals and radioactive waste is not generated in the college campus.

File Description	Document
Any other relevant information	View Document
Link for Geotagged photographs of the facilities	View Document

7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell / Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

E. None of the above

D. 1 of the above

C. 2 of the above

B. 3 of the above

Response: B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document

7.1.5 Green campus initiatives include:

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

E. None of the above

D. 1 of the above

C. 2 of the above

B. 3 of the above

Response: B. 3 of the above

File Description	Document
Various policy documents / decisions circulated for implementation	View Document
Geotagged photos / videos of the facilities	View Document
Any other relevant documents	View Document

7.1.6 Quality audits on environment and energy regularly undertaken by the Institution

- 1.Green audit
- 2.Energy audit
- 3.Environment audit
- 4.Clean and green campus recognitions / awards
- 5.Beyond the campus environmental promotion activities

E. None of the above

D.1 of the above

C. 2 of the above

B. 3 of the above

Response: A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	View Document
Certification by the auditing agency	View Document
Any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

- 1.Built environment with ramps/lifts for easy access to classrooms.
- 2.Disabled-friendly washrooms
- 3.Signage including tactile path, lights, display boards and signposts
- 4.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

E. None of the above

D.1 of the above

C. 2 of the above

B. 3 of the above

Response: C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document

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 500 words).

Response:

Response:

Our college maintains tolerance and harmony towards gender, cultural, linguistic and socio-economic diversities. Participation of persons from diverse backgrounds in the academic, administrative and other activities shows that there is inclusive environment in the institution.

Students of all categories are given admission in the college as per the reservation policy of the Government of Maharashtra. Analysis of statistics of every year's admissions and participation of students in extra-curricular activities such as NSS, DLLE and cultural programmes shows that gender ratio and communal socio-economic diversity is maintained in the institution.

Our college also tries to preserve linguistic diversity in the society by celebrating the Marathi Day, the Hindi Day and the English Day every year. There is also an optional course Malvani Boli in SYBA which focuses on Regional Dialect. All three languages viz. Marathi, Hindi and English are used as languages of instruction.

Every year Traditional Day is celebrated with great enthusiasm. It is observed as celebration of India's diverse culture. It's a day designated for students and staff to come in traditional attire from various states. On this occasion students come to college wearing different attires and perform cultural aspect of different states. Students also come in historical attires particularly Shivaji Maharaj and Jijabai. This day is creates the wonderful picture of Unity in Diversity and historical tradition.

During Navratri festival Goddess Sarwasti, the goddess of intellect is worshipped by the students and staff of all the communities. All of them enjoy Diandiya Dance. These occasions reflect communal harmony in the institution.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document
Link for any other relevant information	View Document

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

Response:

The institution celebrates the national festivals Independence Day and Republic Day and Constitution Day to sensitise students and employees to patriotism and national integrity. On these occasions students sing patriotic songs and speeches are delivered by the guests. The Constitution Day is organised to create awareness about fundamental rights and values, national duties and responsibilities. On these occasions posters exhibitions are organised. Constitutional Preamble and National Anthem are displayed in the college corridor. The activities like Voters rally, Ekta (Unity) Day, Street plays, guest lectures on women's rights are organised to sensitise students and employees about constitutional rights and duties.

Besides this the institution celebrates birth and death anniversaries of well-known social reformers, national leaders and eminent historical personalities to inculcate feelings of truth, love, nonviolence, peace, national integrity, human values, communal harmony, fraternity and social harmony among the students and employees.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	View Document
Link for any other relevant information	View Document

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.

1. The Code of Conduct is displayed on the website
2. There is a committee to monitor adherence to the Code of Conduct
3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

E. None of the above

D. 1 of the above

C. 2 of the above

B. 3 of the above

Response: B. 3 of the above

File Description	Document
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 Document
Code of ethics policy document	View Document
Any other relevant information	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

Response:

Every academic year our institution celebrates / organizes national and international commemorative days, events and festivals with great zeal and enthusiasm. The birth and death anniversaries of well-known social reformers, national leaders and eminent historical personalities are organized as commemorative days to inculcate moral values of truth, love, nonviolence, peace, national integrity, human values, communal harmony, fraternity and social harmony among the students. Through celebration of Independence and Republic Day, Constitution Day and Maharashtra Day patriotic feelings of national integrity and awareness about fundamental and national duties are imbibed in the minds of the students.

Birth anniversaries of Dr. B. R. Ambedkar, Mahatma Phule, Swami Vivekanand, Rashtrmata Jijabai. Mahatma Gandhi, LalBaddur Shastri, Chhatrapati Shivaji Maharaj, Maharana Pratapsinh, Rajarshi Shahu Maharaj, Savitribai Phule, Annabhau Sathe and death anniversaries of Lokmanya Tilak are celebrated as commemorative days by the cultural department of the college.

Other national and international days celebrated by various departments of the college to create social,

political, environmental, linguistic, gender and cultural awareness among the students are as following.

International Yoga Day, International Forest Day, International AIDS Day, International Human Rights day, International Women's day, World Population day, International Yoga Day, Tiger Day, World Sparrow day, International Wetland day, Constitution day, National NSS Day National Voters day, National Hindi Day, Marathi Rajbhasha Day and National Science Day. National Library Day is celebrated to commemorate the birth anniversary of S.R. Rangnathan. National Teachers Day is celebrated to commemorate Dr. Radhakrishnan's birth anniversary. Birth anniversary of Sarojini Naidu is celebrated as English Day. Birth anniversary of Prof. Prasanta Chandra Mahalanobis is celebrated as National Statistics Day to create awareness among the youth about the role of statistics in socio-economic planning and policy formulation. Birth anniversary of great Mathematician Shrinivasa Ramanujan is celebrated as National Mathematics Day. Birth Anniversary of Dr. A.P.J. Abdul Kalam is celebrated as Reading Inspiration Day.

On these occasions teachers and students deliver speeches on the life and work of the great personalities and poster exhibitions, elocution competitions and wall paper publications are organized. On International AIDS Day and National Voters day rallies are organized by the NSS and DLLE departments. These activities provide a platform to the students to express their views confidently.

File Description	Document
Link for any other relevant information	View Document
Link for Geotagged photographs of some of the events	View Document
Link for Annual report of the celebrations and commemorative events for the last five years	View Document

7.2 Best Practices

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

Response:

Best Practice-1

Title of the Practice- "Book Bank Scheme"

Objectives of the Practice:

a) To make academic books easily available throughout the year

b) To provide free access of books to the students

The context:

As the college is located in rural and hilly area, academic books are not available in the nearby market and our college library lends only two books for one week. Consequently, the students do not get easy access of the books. So the college decided to run a book bank scheme through the central library for the students.

The Practice:

The college central library circulated a notice about the book bank scheme and invited applications from the students at the beginning of the every academic year. The books were distributed for one year free usage to the students from all the three faculties on the 'first come first serve' basis.

Evidence of Success:

Every year around fifty to sixty percent of the students took benefit of the scheme. No. of beneficiaries was 410 in 2014-15, 471 in 2015-16, 513 in 2016-17, 473 in 2017-18 and 461 in 2018-19.

Problems Encountered and Resources Required:

Every year there was need of a big amount of money to buy the books. Shree Siddhivinayak Ganapati Temple Trust, Mumbai made the books available for free and college paid the deposit money of books to the trust.

Best Practice –2

Title of the Practice: "Development of Research Culture among Students"

Objectives of the Practice:

- To make students familiar with the process of research
- To motivate the students to participate in research
- To develop the students into future researchers

Context:

Vaibhavwadi tehsil is a culture and bio-diversity rich region. So, there is a lot of scope for research in the fields of humanities, commerce and basic sciences. However, there is lack of awareness among the students about the process of research and the scope for research in this region.

Practice :

In the first term of every academic year, lectures on research methodology are conducted separately for the students of each faculty. Through these lectures, we make the students familiar with the process of research. Furthermore, our faculty members continuously motivate and guide the students to select and carry out the projects. We also encourage them to present their projects in district-level inter-collegiate research project presentation competition, Avishkar Research Convention, organized by the university.

Evidence of Success:

Due to research friendly culture in the college, number of students taking part in district-level inter-collegiate research project presentation competition has been increasing every year. Moreover, the number of projects selected for university-level inter-collegiate research project presentation competition has also been increasing.

Problems encountered and recourses required:

Initially, the students did not come forward for research related activity. Our faculty members consistently worked to persuade, encourage, select and guide the students in carrying out research projects.

File Description	Document
Link for Best practices in the Institutional web site	View Document
Link for any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Response:

Women Empowerment

"Women have discovered that they cannot rely on men's chivalry to give them justice." - Hellen Keller

The college is located in hilly, remote and economically backward rural area of the southernmost district of Sindhudurg in the Konkan region of Maharashtra. The college offers three years integrated UG and PG programmes in Arts, Commerce and Science with the objective to promote higher education, especially for economically poor and weaker section of society in rural area. The college has set its vision to generate academic, social, physical, cultural, and spiritual values among the students. The college, along with all round development of all the students, focuses more on gender equity and women empowerment.

Women empowerment means emancipation of women from the vicious social evils and granting women freedom and making them powerful so that they can make decisions on their own regarding their individual lives and well-being of the family and the society. It also means empowering the women to make them able to get real rights in the family and the society.

In today's globalized world, our women have reached almost all possible heights of achievement.

However, we all know that in rural India, there has been a huge amount of gender discrimination that begins right from the childhood of any girl. Hence, it is a need of the time that we should cultivate the value of gender equity in our students and it is achieved when women and men are given equal rights and opportunities in every walk of life. Keeping this in mind, Internal Complaints Committee and Women Development Cell of the college have been constituted to promote gender equity and women empowerment. They prepared and implemented 'Annual Gender Sensitization Action Plan' in the last five years. Other students' development cells in the college such as National Social Service (N.S.S.) and Department of Lifelong Learning and Extension (D.L.L.E) also have organized various programmes regarding awareness about gender discrimination and women empowerment.

The WDC creates a feel in the girl students and female staff that our college campus is a safe place and second home to them. With a view to taking up women's issues and problems, the cell aims at creating awareness about various gender related topics such as gender equality, rights of women, self-defence techniques, personal hygiene and sexual harassment, etc. It also provides a platform for women to share their experiences and views regarding their status in the society and to suggest ways to improve and empower themselves.

The cell functions actively to enhance their status and thereby empower them through awareness programmes and welfare activities to promote a culture of respect and equality for female gender. The fruits of encouragement and guidance of the staff to the girl students are clearly reflected in all activities of the college. The participation of the girl students in curricular, co-curricular and extra-curricular activities is really noteworthy in the last five years from the academic year 2014-15 to 2018-19. Moreover, their achievements in all these three areas are truly commendable.

So far as curricular activities are concerned, we can see that gender equity in the percentage of female students admitted in the college from the academic year 2014-15 to 2018-19 is 43.28%, 45.50%, 46.87%, 43.28% and 42.45% respectively. It is slightly below the percentage of male students admitted in the college. More noteworthy thing is the achievements of female students in examinations.

The girl students are also involved in the college administration. They work as student representatives on various administrative committees in the college and the major representation of the girls is also seen in the students council formed in the college. One girl, along with one boy, from every final year class that is TYBA, TYBCOM and TYBSC is selected as the 'Ideal Student' and honoured in the Annual Prize Distribution Ceremony.

The percentage of female students among the top three rankers in the semester end examinations from the academic year 2014-15 to 2018-19 is 70.31%, 74.68%, 73.38%, 68.14% and 68.42% respectively. The figures show strong domination of female students in the academics because the percentage of female students is much higher than the percentage of male students among first three rankers.

The percentage of girls participated in co-curricular activities such as Avishkar is much higher than that of boys in the last five years. The number of female students participated in the college level research project competition (Avishkar) is quite remarkable in the last five years in comparison to male students. The percentage of female students participated from the academic year 2014-15 to 2018-19 is 80%, 81.81%, 68.42%, 63.15 and 72.41% respectively.

The number of female students participated in extra-curricular activities such as sports events, cultural events, National Social Service (N.S.S.), and Department of Lifelong Learning and Extension (D.L.L.E) is

also very significant. Sometimes the number is higher than that of boys. Active participation and achievements of female students in these activities is also remarkable.

Though there are very less number of ladies in the staff, the college also aims to empower female staff in the college by giving them equal opportunity to work as representatives in the College Development Committee and as chairpersons of the various administrative committees constituted in the college. Worth mentioning is that the I.Q.A.C. Coordinator of the college, Ms. V. C. Kakade, is a lady and she is also the Head of the English Department. Our ladies staff conducts research on gender related issues in literature and society.

Physical Facilities such as Ladies Common Room, sanitary napkin vending machine and health room with first aid facility and two washrooms are available for female students and staff in the college.

As a result of these measures taken for women empowerment by the institution healthy atmosphere is created for women and their performance in each and every field has become remarkable.

File Description	Document
Link for appropriate web in the Institutional website	View Document
Link for any other relevant information	View Document

5. CONCLUSION

Additional Information :

The institution allows students to pay their fees in instalments and more than 20 % of the students from economically weaker sections are benefitted by this. The examination results of the institution have been always higher than those of the affiliating university. The institution has the centre for Onscreen Marking System (OSM). 18 full-time teachers have been recruited during the last five years. Eight teachers are qualified with Ph.D. and four with M.Phil. while 13 teachers have registered for Ph.D. and one for M.Phil.

There is remarkable development in the infrastructure of the institution during last five years. All Science laboratories have undergone a major reformation. Total number of 9802 new books have been added to the Main Library since 2014. The institution has introduced PG programs in Arts, commerce and Science by considering the demand of economically weak students from the rural area. By considering students' interest NCC has been started.

Teachers have been nominated as experts on various committees of university like Avishkar Committee, Development Committee of Ratnagiri Subcentre, Teachers Selection Committee, New College/Program Scrutiny Committee, etc. and district level government Consumer Protection Council. Some of the teachers are the members of NGO like Wetland Committee, Stri Rajsatta Pratisthan,(Women Empowerment Organisation).

Teaching and non-teaching staff have received awards for the outstanding work in literature and administration respectively. Poems written by one of the teachers are included in the syllabus of University of Mumbai.

The institution provides infrastructure and staff support to the events of government bodies round the year. Non-teaching Society organizes various welfare activities for students and staff.

Periodic publications of wall papers by various departments is one of the best practices over years. The annual magazine "Vaibhavrana" is a mirror of creative minds of students and all the major activities and achievements of the college over the year. The students have frequently received Gold and Silver medals in university level wrestling competitions.

The faculty members voluntarily and gladly engage themselves in numerous activities with students that break the walls between classroom and the field to make teaching learning an enjoyable experience for both.

Concluding Remarks :

The institution has been started with the aim of providing higher education to socio-economically weaker students at affordable cost and to bring out their over-all development. Academic excellence, spiritual vitality and social relevance have remained the guiding principles of the Institution since its establishment in 1992. Eco-friendly and pollution free campus surrounded by the beauty of nature is the pride of the institution. In order to reduce power consumption the solar panel of 10KW has been installed. Started with 7 UG programs in Arts and strength of 200 students, the institution now provides 15 UG and 3 PG programs in Arts, Commerce and Science and caters to more than 800 students.

The college has moved towards excellence in its 3rd cycle of accreditation by fulfilling almost all the

recommendations given by the peer team of the 2nd cycle. There is remarkable increase in the research publication during the last five years. All the teachers have been using ICT in teaching-learning. The students have achieved many Gold, Silver and Bronze medals in Sports, and two Gold medals in academics.

With the supportive Governing Body, young motivated teaching and non-teaching staff, disciplined students, inclusive environment and sincere efforts the institution has been trying to achieve its vision and mission. While preparing this self-study report, we have critically looked at our strengths, weaknesses, challenges and opportunities. We are grateful to NAAC for providing this opportunity for self-assessment and quality enhancement. This accreditation will surely help our institution to accelerate the growth towards its nation-building efforts through education.

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