



# **SELF STUDY REPORT**

**FOR**

**2<sup>nd</sup> CYCLE OF ACCREDITATION**

**SHRI SWAMI VIVEKANAND SHIKSHAN SANSTHAS'S  
DR PATANGARAO KADAM ARTS AND COMMERCE  
COLLEGE, PEN, DIST. RAIGAD- MAHARASHTRA**

NEAR PEN CIVIL COURT, PEN DIST RAIGAD  
402107

[www.swamidpk.org](http://www.swamidpk.org)

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**(Draft)**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Shri Swami Vivekananda Shikshan Sanstha Kolhapur's Dr. Patangarao Kadam Arts and Commerce College, Pen is established in 1984. Our college previously known as "Arts and Commerce College, Pen" but from 27 August 1998 our management changed its name as Dr. Patangarao Kadam Arts and Commerce College, Pen. The founder is Shikshanmaharshi Dr. Bapuji Salunkhe. Our Sanstha is second largest educational management in Maharashtra state. It includes 385 educational centers in Maharashtra and 01 in Karnataka state respectively. Location of our college campus is Rural and Hilly. Our college is located at 180 43'53" N. Latitude, and 730 05'18" E. Longitude, on the fringe of Mumbai Metropolitan Region (MMR). It is about 480 meter away from Pen Bus Stop and 450 meters from Pen Railway Station. Aerial distance is almost 35 km from Panvel Bus stand and Railway Station, 74 km from Chhatrapati Shivaji Maharaj International Airport Santacruz (East) Mumbai 400 099. Our college is located to the East of (Mumbai-Goa National Highway) NH-17. In Marathi 'Pen' means 'place to stay' (Stop). Pen got its name as place of army, Businessman's mansion, and destination for passengers coming from the Ghats, like Lonawala, Khandala, Kasedi, Ambenali.

Our college is permanently affiliated to University of Mumbai, on 10 Nov 2016 and name has been included in the list of colleges prepared under section 2(F) and 12(B) UGC Act 1956 under the head Non-Government colleges teaching up to Bachelor's Degree on 12 January 2018. The college runs B.A., B.Com. Degree programmes, M.A. (Marathi, Hindi and History), M.Com. Post graduate programmes and Ph.D. in Hindi. It caters the needs of poor, down trodden, economically backward students and various backward castes likes SC, ST, OBC, NT, VJNT, and SBC along with open category candidates. Percentage of the girl students is higher than boys: enrollment as well as merit.

### Vision

- To inculcate among the students social values like honesty, truth service and scarifies and to stop social exploitation.
- To bring about a progressive change in the society by means of education.
- To create sense of equality among the students.
- To educate socially, economically, downtrodden students to uplift and make responsible citizen.

### Mission

1. To spread higher education in the hilly, rural area of Konkan region of Raigad district mostly Koli, Agri and Adivasi communities.
2. To mould selfless social worker who will strive ceaselessly for the cause of social reforms.
3. To use educational facilities for the development of the community
4. To achieve Universal values we focus on character building, integrity, honesty, truth, co-operation and discipline among the student. Attention is given to all around personality development of the students.

5. To disperse education at the lower strata for the social, economical, cultural, upgradation.
6. To make up students mind to face various challenges by getting need based education.
7. To have human values and secularism among the students.

The college disseminate education to all stratas of society Mainly Koli, Agri, Adivasi and deprived classes. It means the college is in tune with Vision and Mission.

The college runs the programme like B. A, B. Com, M.A. M. Com and Ph.D. Various programmes are organised by the college to develop their personality. The college is run by Shri Swami Vivekanand Shikshan Sanstha Kolhapur. The management has a chairman, secretary, joint secretary and regional heads. Decentralisation of management plays a significant role. It looks after almost 400 centres.

## **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

### **Institutional Strength**

Faculty with potential and enthusiasm.

Best Educational Campus.

Good Infrastructure.

PG Centre in (M.A. Marathi, Hindi, History and M.Com.)

Out of total enrolment More than 50% Girls Students are enrolled for UG and PG programme.

Good Number of NET/SET Qualified teachers.

NSS Department.

Fulfilled teaching and non teaching staff.

Healthy environment, friendly location of the college.

Dedicated, hardworking co- operative leadership.

Use of E- Granthalay, National Informatics Centre Pune.

Clean, well maintained and echo friendly campus.

More than 82% students are getting scholarships.

### **Institutional Weakness**

Financially weak.

No Placement Cell.

Poor use of ICT.

Poor enrolment of students for M.Com. programme.

No UGC grants are received.

Validity of NAAC accreditation expired on 2nd May 2009.

### **Institutional Opportunity**

To improve the University Results.

ICT Enabled Teaching.

To avail financial assistance from university under various schemes.

To start special COC for girl students.

To increase enrolment of students for PG programme.

To submit to seek various types of grants from various funding agencies like UGC, RUSA, ICSSR, ICHR.

To improve performance in gymkhana and cultural activities.

To start self supported/ career oriented courses.

### **Institutional Challenge**

Career Oriented courses should be started soon.

To face the NAAC team.

To go for Re-Accreditation.

To Provide ICT facilities in the college.

To start science facility.

To start COC.

To mobilize Research activities.

To bring the student in university rank in various examination.

Strengthening participation in sport and cultural activities.

To seek grants from UGC/ RUSA.

Organization of seminar, conferences/workshops.

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

The college is affiliated to University of Mumbai. 'Board of Study' designs the syllabus and uploads it on the website.

**The objective:** To understand literature, language skills and various business skills.

To inculcate the basic values, knowledge of accounting and auditing.

IQAC prepares action plan and directs to the committee to prepare timetable. In the department meeting HOD and faculty discuss and distribute the work among them and prepare annual planning and co-curricular activities.

There is freedom for the students in given framework to elect a special subject .The syllabus is being completed as per the expectation of the university and to the satisfaction of the students for effective transaction of the curriculum. The college organized student enrichment programs. The feedback from the student is obtained both orally and in return formats and other stakeholders. Curriculum focuses various cross cutting issues like human values, environment, nationality, gender issues, agricultural sustainability and professional ethics. In Marathi, gender issue is discussed. In Hindi we come across universal truth, virtues, Nationality. Era of king Shivaji, national movement makes the student aware of nationality. Jainism, Buddhism and Vedic period human values are taught and gender issue from feminist movement.

In Geography the purposes like sustainable development, water conservation and environmental awareness are fulfilled. Economics takes us towards sustainable development.

Gender issue and professional ethics can be learnt through commerce curriculum.Human rights can be studied in tribal movement. Political Science and English focus on human value and patriotism.

### Teaching-learning and Evaluation

Our college runs13 programmes. These are B.A-7, M.A. – 3, B.Com, M.Com and Ph.D. Mumbai University announces the schedule of admission process of first year of Degree College. Students fill up online form on University website and submit the copy of the form in the college. The college gives admissions as per merit list, rules of Government and University. The learning level of the student is being assessed on the basis

of marks scored at 10 + 2 level. Different types of activities are being conducted for slow learners and advanced learners. Curricular and co-curricular activities are being organized and audio visual aids are used by the teachers to enhance the learning experience of the student. The college library subscribed INFLIBNET NLIST. All the faculty members participate in online assessment programme for T.Y. and P.G. classes. If the student does not satisfy with his performance in the examination, he can apply for photocopy, for rechecking or revaluation in the stipulated time after the declaration of the result. The same process is being followed by the college for F.Y. and S.Y.as a part of home examination. For the transparency in assessment we have an internal assessment examination committee. For P.G. and T.Y. there are internal examinations. Students are informed well in advance. Teachers submit internal mark sheets to the office to send it online to the university. The attainment of the course is judged through his self-employment, jobs, own business and hobbies. The college traces such attainment through ex-student meeting.

### **Research, Innovations and Extension**

Teachers are encouraged to participate in Conferences, Seminars, Symposia and Workshops at National and International level. They are offered with incentives like Leaves and Allowances. Teachers are motivated to submit research proposals to various research agencies. Presently, 15 faculties have registered for PhDs. So far, Dinkar Kute has been awarded in Marathi while, two others are awaiting their Viva-voce. IQAC prompts faculty to complete their Orientation, Refresher and Short Term Courses.

The college has a Ph. D research centre for Hindi. Apart from Faculties; Students too are stimulated to do projects on local issues like Agari and Koli Dialects, cultures and values, History of Local Society, Study of local institutes like Banks.

Extension activities are aimed at stimulating social values like Gender issues, cleanliness, health and sanitation, anti- superstition and anti- addiction.

The Governmental Agencies like District Civil Hospital, Sub- Divisional Magistrate, Sub- Divisional Officer and Tehsildar organise various governmental programmes with the help of College. These programmes assist to mobilise the youth for nation building and developing social consciousness.

The Government has launched Swaccha Bharat Abhiyan. The Abhiyan encourages cleanliness values and besides cleanliness program. College periodically organises Swacchata Rally and Swacchata drive at various public place. The program generated consciousness among students towards cleanliness at societal level and in turn the people realises their contribution.

The College motivates the youth completing their age of 18 to enrol as Voter and Driving Licence. The college in collaboration with RTO and Tehsil office organise such programmes.

### **Infrastructure and Learning Resources**

Our institution has 16 spacious classrooms, with glass black boards to conduct theory lectures. A Smart classroom, one LCD projector, NSS room, gymkhana, girl's common room are available in the college. The institution ensures that the available infrastructure is optimally utilized. The college runs its programmes in shifts which start from 7.30 a.m. to 6.00 p.m.

Recently our college has built new building by which we can have more classrooms and a new hall for multipurpose use like cultural activity, seminars, workshops, conferences. Indoor and outdoor games facility is also available. Our College organizes annual prize distribution ceremony and different Cultural activities. Library has *Library Integrated Management Software* named **E-Granthalaya** (eG3) Ver.3.0 (2007) (Network Edition). We have entered in the 5th year of automation. Nature of automation is partial. We have number of IT facilities like colour printer, computers, one Laptop, printer with scanner, Laser printers, Photocopy machine , BSNL internet facility , LAN, Biyani Technologies software .These are being updated as per the demand of the teachers , students and supporting staff.

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities in the college. These are maintained and utilized properly as per the rules and regulations adopted by the college. For the maintenance of computers, local technical expert is hired. Our teaching staff maintains the website. Maintenance and cleaning of the classrooms, playground and Garden area is done by our peons. Cleaning of toilets is done by privet labor.

### **Student Support and Progression**

The student Council plays vital role in the development of student as well as college. It is formed as per guidelines given by Mumbai University. Principal remains the chairman of the Council. The composition of student Council consists of representatives of all classes and a few teacher representatives from NSS, cultural department and Gymkhana. As per the act the student representatives elect their secretary amongst them.

The student represent in the various academic and administrative committees of the college like IQAC, NSS, sports, cultural committee, students aid fund, Anti ragging. The student representatives take part in various activities and maintain college discipline. They perform the role as a volunteer. They can discuss with senior teachers, Principal. The problems of the students regarding scholarships, admissions process, further education, job opportunities, celebrations at departmental level, organizing farewell function are being discussed. They organized annual cultural program on their own. Since 2015-2016 the student Council is not in practice, the college involves them as a representative informally. They confer their ideas or opinions to the principal and all the faculties.

The association plays its role in the development of the college. They discuss the problems of the college before the staff and suggest for the betterment of college. Adv.Vikas Mhatre is the ex- student now one of the CDC members of the college. We invite alumni for various functions. Alumni have also donated in the form of articles like water filter/ cooler, Cupboard.

### **Governance, Leadership and Management**

Dissemination of education for knowledge, science and culture is the motto of our management. It is relative to the Vision and Mission. The college disseminate education to all stratas of society. To support students economically college helps students in different ways. The college has decentralized mechanism.

It can be found in rally and sports activity. The College has made a perspective plan/roadmap for the next 3 year. As a result we received a permanent affiliation and 2(f) and 12(b) recognition of UGC Delhi.

Shri Swami Vivekanand Shikshan Sanstha Kolhapur is consists of various committees. The college has a

College Development Council.

The management follows the rules and procedure of UGC, Mumbai University and government of Maharashtra for recruitments, promotion and grievance redressal of the employee. There are many effective welfare measures at the college and management level for teaching and non-teaching staff.

Internal and external audit mechanism is practiced in the college. Development fund from the student and donations from the well-wishers of the institute, from the society or staff are also collected. The institute use its available resources to maximum by works in two sessions. One room is given to patsanshta office. The college provides infrastructure to different types of camps, examinations and competitions. We organized regional meeting twice. IQAC plans, monitors and executes various activities to enhance quality including use of ICT and research activity. Academic qualification of the faculty is improved by seminar, MS-CIT, Ph.D. . Girl's common room and canteen facility is available in the college.

### **Institutional Values and Best Practices**

There are CCTV cameras in the college campus, common room for girl student, sexual harassment prevention committee, rotational duty of the college peon for night shift for safety and security. The waste is collected from the dustbins and dumped in municipal vehicle. Scraps are being sold to the scrap vendors. There are safety tanks and a soak pit in the campus. E-Waste generated is kept in scrap room. As it is Kokan region, we face heavy rain in the month of June to September. Most of the students come to the college by Maharashtra state transport service. We observe second Friday of the month as no vehicle's day. Use of plastic in the college is prohibited.

Our institution prefers e-communication. Surrounding natural beauty maintains greenery of the campus. The college observe anniversaries of the great educationalists, freedom fighters, and social workers. Prayer of Sanstha, constitution of management is helpful to enrich values and ethics among the staff and students.

Financial, academic, administrative and audit is up to the mark. The college publishes annual magazine as well as college brochure each year. In every year academic and administrative audit is being practiced hence the profile of the college is enriched. Most of the students admitting in the college are passed after appearing multiple times. Girl students also participated in sports, cultural activities, and wiped out their shyness and become bold. Distinctive feature of the college is most of the students are from backward classes.



## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	SHRI SWAMI VIVEKANAND SHIKSHAN SANSTHAS'S DR PATANGARAO KADAM ARTS AND COMMERCE COLLEGE, PEN, DIST. RAIGAD- MAHARASHTRA
Address	Near Pen Civil Court, Pen Dist Raigad
City	Pen
State	Maharashtra
Pin	402107
Website	<a href="http://www.swamidpk.org">www.swamidpk.org</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Babasaheb Ganpati Dudhale	02143-252806	9850756138	02143-254545	dpk.college@gmail.com
IQAC / CIQA coordinator	Sanjay Manohar Meghasham	02143-2528061	9421453409	02143-2545451	meghasham82@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

<b>Establishment Details</b>				
Date of establishment of the college		27-02-1984		
<b>University to which the college is affiliated/ or which governs the college (if it is a constituent college)</b>				
<b>State</b>	<b>University name</b>	<b>Document</b>		
Maharashtra	University of Mumbai	<a href="#">View Document</a>		
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>	<b>View Document</b>		
2f of UGC	12-01-2018	<a href="#">View Document</a>		
12B of UGC	12-01-2018	<a href="#">View Document</a>		
<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
No contents				

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

<b>Recognitions</b>	
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

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	Near Pen Civil Court, Pen Dist Raigad	Rural	1.13	5000

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BA,Marathi	36	HSC	Marathi	334	142
UG	BA,Hindi	36	HSC	Marathi	334	136
UG	BA,English	36	HSC	Marathi	334	66
UG	BA,History	36	HSC	Marathi	334	184
UG	BA,Economics	36	HSC	Marathi	334	109
UG	BA,Political Science	36	HSC	Marathi	334	107
UG	BA,Geography	36	HSC	Marathi	334	186
UG	BCom,Commerce	36	HSC	Marathi	334	183
PG	MA,Marathi	24	BA	Marathi	120	14
PG	MA,Hindi	24	BA	Marathi	120	10
PG	MA,History	24	BA	Marathi	120	32
PG	MCom,Commerce	24	BCOM	English	120	14
Doctoral (Ph.D)	PhD or DPhil,Hindi	36	MA	Hindi	10	4

### Position Details of Faculty & Staff in the College

**Self Study Report of SHRI SWAMI VIVEKANAND SHIKSHAN SANSTHAS'S DR PATANGARAO KADAM ARTS  
AND COMMERCE COLLEGE, PEN, DIST. RAIGAD- MAHARASHTRA**

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				3				18			
Recruited	0	0	0	0	2	1	0	3	17	0	0	17
Yet to Recruit	0				0				1			
Sanctioned by the Management/Society or Other Authorized Bodies	0				3				18			
Recruited	0	0	0	0	2	1	0	3	17	0	0	17
Yet to Recruit	0				0				1			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				10
Recruited	6	4	0	10
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				10
Recruited	6	4	0	10
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.	0	0	0	1	1	0	2	0	0	4
M.Phil.	0	0	0	0	0	0	3	0	0	3
PG	0	0	0	2	1	0	17	0	0	20

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	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

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	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

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
	18		1		19

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

**Self Study Report of SHRI SWAMI VIVEKANAND SHIKSHAN SANSTHAS'S DR PATANGARAO KADAM ARTS  
AND COMMERCE COLLEGE, PEN, DIST. RAIGAD- MAHARASHTRA**

<b>Programme</b>		<b>From the State Where College is Located</b>	<b>From Other States of India</b>	<b>NRI Students</b>	<b>Foreign Students</b>	<b>Total</b>
Doctoral (Ph.D)	Male	4	0	0	0	4
	Female	0	0	0	0	0
	Others	0	0	0	0	0
PG	Male	20	0	0	0	20
	Female	3	0	0	0	3
	Others	0	0	0	0	0
UG	Male	257	0	0	0	257
	Female	258	0	0	0	258
	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	5	5	11	15
	Female	14	19	19	17
	Others	0	0	0	0
ST	Male	20	32	20	36
	Female	25	15	6	10
	Others	0	0	0	0
OBC	Male	222	217	264	268
	Female	373	473	503	506
	Others	0	0	0	0
General	Male	55	67	98	73
	Female	72	84	90	83
	Others	0	0	0	0
Others	Male	13	5	16	23
	Female	18	20	29	29
	Others	0	0	0	0
Total		817	937	1056	1060



### 3. Extended Profile

#### 3.1 Program

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

Response: 13

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
13	13	13	13	12

#### 3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
817	937	1056	1060	1142

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

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

2017-18	2016-17	2015-16	2014-15	2013-14
725	815	915	956	961

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

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

2017-18	2016-17	2015-16	2014-15	2013-14
208	211	189	183	202

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

### 3.3 Teachers

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

2017-18	2016-17	2015-16	2014-15	2013-14
18	20	20	19	13

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

#### Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
20	20	20	20	21

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.4 Institution

#### Total number of classrooms and seminar halls

**Response: 14**

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

2017-18	2016-17	2015-16	2014-15	2013-14
280.01	272.10	301.31	211.99	260.83

#### Number of computers

**Response: 17**

## 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:**

The college is affiliated to University of Mumbai. 'Board of Study' of the university designs the syllabus and uploads it on the university website. Library provides the syllabus copy to the respective department as well as download concerned syllabus.

**The objective:** To understand literature, language skills, and various business skills.

To inculcate the basic values, knowledge of accounting and auditing.

University arranges course wise workshops for the orientation of the concerned faculty. The teachers ask their doubts to expert. Nature of question papers and marking scheme, list of references are given in the syllabus. Generally, after three years syllabus can be changed.

In the beginning of the academic year IQAC prepares action plan and directs to the committee to prepare timetable. On the demand of faculty members library purchases the books and subscribe journals.

In the department meeting HOD and faculty discuss and distribute the work among them and prepare annual planning and co-curricular activities.

There is freedom for the students in given framework to elect a special subject at degree level. The syllabus is being completed as per the expectation of the university and to the satisfaction of the students for effective transaction of the curriculum. The college organized student enrichment programs. The college has developed a feedback system by the stakeholder. The feedback from the student is obtained both orally and in return formats and other stakeholders communicate their feedbacks at appropriate meetings.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

##### 1.1.2 Number of certificate/diploma program introduced during the last five years

**Response: 1**

##### 1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	1	0

File Description	Document
Minutes of relevant Academic Council/BOS meetings	<a href="#">View Document</a>
Details of the certificate/Diploma programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

**Response:** 5.62

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	0	0	0

File Description	Document
Details of participation of teachers in various bodies	<a href="#">View Document</a>

## 1.2 Academic Flexibility

**1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years**

**Response:** 15.38

1.2.1.1 How many new courses are introduced within the last five years

Response: 2

File Description	Document
Minutes of relevant Academic Council/BOS meetings.	<a href="#">View Document</a>
Details of the new courses introduced	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

**Response:** 100

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 13

File Description	Document
Name of the programs in which CBCS is implemented	<a href="#">View Document</a>
Minutes of relevant Academic Council/BOS meetings.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:** 0.61

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	0	0	27	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	<a href="#">View Document</a>

## 1.3 Curriculum Enrichment

### **1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum**

#### **Response:**

Curriculum focuses various cross cutting issues like human values, environment, nationality, gender issues, agricultural sustainability and professional ethics.

In Marathi subject, gender issue is discussed in Mahanubhav literature in Marathi literature. Human values and environmental awareness are discussed in 'Saint Literature' as well as in 'Sood' novel. Nationality is revealed in ballad.

We come across universal truth and virtues in 'Sufi Saint Ekata' and 'Bakari' play. Nationality is focused in 'Mati Ho Gayi Sona', 'Pushp Ki Chah', 'Bhartiya Navjagaran', 'Pyara Hindustan' and 'Andolan'. Gender issues and environmental awareness have been explained in 'Siddhi Hetu Swami Gaye' and 'Himadri Tring Shring se', 'Bharat Gaurav' respectively.

Era of king Shivaji, national movement makes the student aware of nationality. Gender issue, environmental awareness has been discussed in socio-religious movement and environmental awareness, sustainable development respectively. In Geography the purposes like sustainable development and environmental awareness are fulfilled in 'Energy Crisis', 'Eco-friendly Lifestyle', 'Agricultural sustainability'. In Economics syllabus 'population transaction', 'Consumer behavior', 'Food Security', 'Malnutrition and agricultural sustainability' take us towards sustainable development.

Gender issue and professional ethics can be learnt through commerce curriculum like Accounting standard issued by ICAI, inventory valuation, Business environment to develop knowledge and understanding of business and company secretarial practice. Human rights can be studied in tribal movement, farmers' movement, RTI, farmer and rural land, political party. Gender issue is learnt in feminism and multiculturalism, caste, gender dynamic. Water conservation takes us to environment and sustainable development. Foundation course curriculum deals with 'Bhartiy Samajacha Sankshipt Aadhava'. It focuses on gender issue. Indian constitution, Human Rights focus on human value and ecosystem, environment. 'Aarogya aani Shikshanache Vaishvikaran' gives an idea of sustainable development and environmental awareness. In English, through the plays-'Othello' and 'All My Sons' patriotism is being taught. Besides the epic 'The Paradise Lost' narrates the obedience to God. In this way human value is traced. The poem 'Mirror' by Sylvia Plath, teach us human value and 'Democracy' by Langston Hughes teaches the principles of democracy.

In History books Jainism, Buddhism and Vedic period human values are taught and gender issue from feminist movement. In Hindi syllabus 'Sakhi ve Muzase Kahkar Nahi Jate' this poem deals with gender issue. 'Pani Hai Anmol' poem 'Nadi aur Sabun' 'Ek Vruksh ki Hatya' through this environmental awareness is created among students. In Marathi, 'Stree Vidya Aabhyas' chapter and 'Sansar' poem teach human value and gender issue.

In Political Science, the lessons like 'Democracy and Fundamental Rights', 'Basic Political Values', 'Millennium Development Goals' focus on human values.

File Description	Document
Any Additional Information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

<b>1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years</b>	
<b>Response: 0</b>	
1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years	
File Description	Document
Details of the value-added courses imparting transferable and life skills	<a href="#">View Document</a>

<b>1.3.3 Percentage of students undertaking field projects / internships</b>	
<b>Response: 102.45</b>	
1.3.3.1 Number of students undertaking field projects or internships	
Response: 837	
File Description	Document
List of students enrolled	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## 1.4 Feedback System

<p><b>1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise</b></p> <p><b>A.Any 4 of the above</b></p> <p><b>B.Any 3 of the above</b></p> <p><b>C. Any 2 of the above</b></p> <p><b>D. Any 1 of the above</b></p> <p><b>Response: A.Any 4 of the above</b></p>
--

File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

**1.4.2 Feedback processes of the institution may be classified as follows:**

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

**B. Feedback collected, analysed and action has been taken**

**C. Feedback collected and analysed**

**D. Feedback collected**

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

File Description	Document
Any additional information	<a href="#">View Document</a>
URL for feedback report	<a href="#">View Document</a>



## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average percentage of students from other States and Countries during the last five years

**Response:** 0.1

##### 2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	1

File Description	Document
List of students (other states and countries)	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 2.1.2 Average Enrollment percentage (Average of last five years)

**Response:** 69.26

##### 2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1142	1060	1056	937	817

##### 2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1444	1442	1442	1470	1440

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.1.3 Average percentage of seats filled against seats reserved for various categories as per

### applicable reservation policy during the last five years

**Response:** 96

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

2017-18	2016-17	2015-16	2014-15	2013-14
694	789	870	905	939

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.2 Catering to Student Diversity

**2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners**

**Response:**

After declaration of 12th standard result, Mumbai University announces the schedule of admission process of first year of Degree College. Students fill up online form on University website and submit the copy of the form in the college. The college scrutinizes all forms and prepare merit list considering all the norms of Government and University. Students seek admission as per merit list.

After the admission process, Institute assesses the learning level of the students on the basis of marks scored at 10 + 2 level, students scoring above 60% marks considered as advanced students and below it considered as slow learners. Most of the students are from rural areas, adivasi area and passed after appearing multiple times for the examination. Students are being advised to write the answer of the given questions. They are allowed to open books and write the answers.

Debate competition, guidance for project writing, use of LCD, group discussion, home assignments, all these activities in teaching are being conducted for all students. Workshops are arranged on how to face examination and to understand syllabus. Seminar, wallpapers, research paper writing, guidance for writing in annual magazine, elocution competition, such activities are run by the faculty for advanced students. Activities like extra lectures, question paper solution and monthly test have been taken for slow learners.

Surprise test is conducted once in each semester either objective or theoretical. Even these papers are evaluated by the students of the same class. Teachers give the topic to the student for project writing. They guide them about how to collect information and data and convert it into good project.

**Group discussion:** The topic is given to the students by the teacher and he suggests them to apine and

either agree or disagree with justification.

LCD is used to deliver the lecture with the help of PPT, film screening, YouTube lectures and other activities.

Questions are given to write home assignments.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 2.2.2 Student - Full time teacher ratio

**Response:** 45.39

File Description	Document
Any additional information	<a href="#">View Document</a>

### 2.2.3 Percentage of differently abled students (Divyangjan) on rolls

**Response:** 0.86

#### 2.2.3.1 Number of differently abled students on rolls

**Response:** 7

File Description	Document
List of students(differently abled)	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any other document submitted by the Institution to a Government agency giving this information	<a href="#">View Document</a>

## 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:**

Teachers use the various methods for the students so that they can learn more effectively. Teachers use traditional lecture methods and make students to participate in the learning process. At the opening of the college the students are making aware about the rules and regulations of the college and university. In addition to this they make aware about the importance of the study and about future prospect. Facial

expressions, eye contact, body language, variations in sound, stress, intonation, gestures, posture, and narrative technique. Such types of devices are used in the teaching learning process. Besides all these experiments, demonstration and mock teaching are the activities used in the learning process. Even ICT can be used in some of the teaching methods.

Teacher arranges surprise test, open book test, well organized unit test, seminar, workshop, project writing and oral. It helps the students to get better learning experience. Students participate in group discussion, debates, quiz contest, book review, poetry recitation programme, book reading and soliloquy recitation to get additional information for personality development. With the help of the students all the departments prepare the wallpapers of historians, ancient coins, political thinkers, poetry, various writers, Nobel Prize winners, graphical presentation of micro economics with the help of rangoli. Students give the vent to their ideas, thoughts by writing for annual college magazine. Industrial tour, field visit, study tour and field survey, book exhibition visit, library visit to enhance their learning experience, guest lectures and faculty exchange program also organized by the department.

Commerce teachers conduct the session to solve the problems in Accountancy and Mathematics. The teachers of English department focus on grammar, tense, extra lectures, accordingly. Our college has departmental libraries like History, Commerce and Geography. We have internet and Wi-Fi facility in our college and ICT facility like LCD projector.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

**Response:** 105.56

#### 2.3.2.1 Number of teachers using ICT

Response: 19

File Description	Document
List of teachers (using ICT for teaching)	<a href="#">View Document</a>
Provide link for webpage describing the " LMS/ Academic management system"	<a href="#">View Document</a>

### 2.3.3 Ratio of students to mentor for academic and stress related issues

**Response:** 51.06

#### 2.3.3.1 Number of mentors

Response: 16

File Description	Document
Any additional information	<a href="#">View Document</a>

### 2.3.4 Innovation and creativity in teaching-learning

#### Response:

To achieve success in the teaching learning process creativity and innovation is significant thing. Audio visual CD's are displayed and shown to the students either on projector or on computer or on laptop. YouTube material is also used by our faculty. Department forms the groups of whatsapp, to circulate the educational information like notes, old question papers, notices. Student and teachers share and responds each other either by doubts or by answers. Even new information is also being shared among the group. This Whatsapp process makes teaching easy and learning enjoyable and comfortable. The department of Geography use 3D maps, models, charts, posters, GPS instruments, types of different rocks, clay, GIS software, thermometer, clinometers, OHP, transparencies, plain table, globe, abney level, stereo tape, Chain tapes. English teachers use charts and posters for the teaching. Group discussion and debate play a vital role in learning process. Students become bold to argue, to agree and disagree. They get confidence and the stage courage by these activities. Teachers allot the subjects to the students for writing projects. They learn to collect the information from the other sources. They also prepare questionnaire for data collection and knowledge of research. In the college library INFLIBNET NLIST is subscribed. It gives access to 3135000+ eBooks, 6000+ e-journals, e-shodhshindhu. Some teachers have their blogs. IQAC has organized a faculty development programme on revised accreditation process. Open book test, unit test, surprise test, home assignments, vice-voce are conducted for continuous interval evaluation.

## 2.4 Teacher Profile and Quality

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

Response: 89.38

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>

### 2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 13.46

#### 2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	3	3	1	2

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	<a href="#">View Document</a>

**2.4.3 Teaching experience per full time teacher in number of years**

**Response:** 12.89

2.4.3.1 Total experience of full-time teachers

Response: 232

File Description	Document
Any additional information	<a href="#">View Document</a>

**2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years**

**Response:** 0

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years**

**Response:** 0

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

#### Response:

Annual plans of all the departments are being submitted in the month of June along with it the examination department suggests about examinations and planning of internal evaluation such as unit test, open book test, project, surprise test, oral, viva-voce, book review, presentation, home assignment, participation in college activity, practical, even their behaviour and presenty is also evaluated.

The college is affiliated to university of Mumbai. It follows the rules regarding examination and CIE of the university. For UG & PG there is a Choice Based Semester System & Choice Based Credit & Grading system, Six Semesters for UG and 4 semesters for P.G. respectively. For P.G. 40% weightage is given to internal evaluation and 60% weightage for University paper examination. Besides this university has allotted one separate project based paper for 100 marks to P.G. even though undergraduate classes like F.Y.B.A./B.Com. Foundation course subject has 25 marks for project and all third year departments have a project work. Some papers have internal tests. The assessment of M.A./M.Com and Third Year B.A./B.Com is being done online.

For this faculties register their names with the university. There is home assessment process for F.Y. /S.Y. Classes and online assessment for T.Y.B.A./B.com.classes. The college provides the facility of photocopy on the demand of the student. Moderation and revaluation system is there in the college. For downloading University question papers there is a separate examination room under CCTV surveillance. The web camera is attached to the personal computer while mock drill process is going on. At the time of downloading the IT co-ordinator or Principal must be present there before the personal computer for face recognition otherwise down loading fails.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

#### Response:

Internal assessment of the students comes under, continuous internal evaluation system. Under this system various tests are conducted, such as unit test, surprise test, home assignments, and projects. All the information regarding the internal examination is brought to the notice of the students by various ways. Notices are displayed on college notice board, are circulated in the classroom, the concern teachers send text messages as well as whats app messages. What's app plays major role in the process. Notices, old question papers project topics, examination time table, syllabus, notes are being circulated with the help of what's app. Even it is displayed on college website. The Geography dept has a separate departmental blog. Online tests are conducted by Geography department.

For the transparency in assessment there is an internal assessment examination committee. It consist of chief conductor, senior supervisor, IT-coordinator, junior supervisor, understudy and internal squad. There is central assessment programme (CAP) system is available in the college. Internal examinations are conducted for both the semesters of each class. IQAC committee has to submit reports of the college to the management in every month. The report is consisting of the college information as well as about internal assessment programmes.

With the help of this process student is able to understand his strengths, his weaknesses and development. He can discuss his problems with the teachers & find solution and is encouraged for his betterment in the examination.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

#### Response:

Mumbai University, Mumbai has its examination department which has its own mechanism regarding examination related grievances. As per Maharashtra University act the college follows the rules and regulations of the university.

M.A./M.Com and B.A./B.Com III year examinations are being conducted by the University of Mumbai. Paper setting, assessment, moderation these activities are performed by the University with the help of affiliated college teachers. If the student does not satisfy with his performance in the examination, he can apply for photocopy, for rechecking or revaluation in the stipulated time after the declaration of the result. The proforma of rechecking is available in the college. The application for the rechecking has been sent through the college. Fees for this process are according to the number of papers, it should be paid in the college and the college forewords the applications as well as fees to the university. In the case of rechecking students answer book is checked, the given marks are counted, it can be seen, whether any question remained unassessed.

The unassessed question is being assessed. In revaluation case the whole paper is assessed by other examiner. If there is change in the given marks then the new mark list is issued to the student.



At college level the examination committee controls all these grievances of regular B.A / B.Com- SEM. I, II, III, IV examinations and A.T.K.T. examinations. Notices regarding complaints are being displayed in the notice board in its stipulated time. Students apply for photocopy, rechecking and revaluation to the principal. The fees for these processes should have been paid in the college as per the quantity of papers and then forms are forwarded to the examination committee. The examination committee checks the papers, its total and re-evaluates the answer book of the student. If there is a change in marks; fresh mark sheet is given to the student. The cap director of the college deals with the grievance. In this way examination grievances are transparent and efficient.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

#### 2.5.4 The institution adheres to the academic calendar for the conduct of CIE

##### Response:

Departments prepare annual planning at the beginning of the college and it is submitted to IQAC. IQAC prepares college annual planning. The each department mentions about CIE in its annual planning. e.g. open book test, Unit test, surprise test, project writing, seminars, group discussion, oral, Viva-voce, field work, study tours, industrial visit and home assignment. Through it is mentioned in the annual planning, it is tentative and flexible. The teacher is free to conduct at his personal level.

For M.A. / M.com and TYBA/B.Com internal examinations, the teachers keep ready their mark sheets. When they get the sheets from the university, teachers fill up the sheets and submit it to the office. The office sends marks online to the university in the time bound.

The same CIE report is being sent to our management in every month as per format.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

### 2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

##### Response:

The program outcomes, program specific outcomes, course outcomes are aimed at improvisation of the quality of education and the personality development of the student. Periodic examination is the litmus test for such development. Each course outcome prescribes the attainment of specific goals to be achieved. The university attempts to adjust the program outcomes, program specific outcomes, course outcomes with

each other. The parameter to judge the student whether he has achieved the goals is the university result, participation in different competitions and his ability to cope with the society. Besides the attainment is also judged through his self-employment, jobs, own business. The college traces such attainment through ex-student meeting by formal discussion. Student's active participation in various activities in progressive class demonstrates that he has secured the stated program outcomes, program specific outcomes and course outcomes.

The program outcome insures a student to develop his hobbies. he also can turn towards creative writing like poems, biographical sketch through annual magazine of the college. He also can come across poetic devices. He can plan business management, can get acquainted with banking. Course outcomes pertaining to research methodology develops a research consciousness among students.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

#### Response:

#### Attainment of the program outcomes, program specific outcomes, course outcomes:

The program outcomes, program specific outcomes, course outcomes are aimed at improvisation of the quality of education and the personality development of the student. Periodic examination is the litmus test for such development. Each course outcome prescribes the attainment of specific goals to be achieved. The university attempts to adjust the program outcomes, program specific outcomes, course outcomes with each other. The parameter to judge the student whether he has achieved the goals is the university result, participation in different competitions and his ability to cope with the society. Besides the attainment is also judged through his self-employment, jobs, own business. The college traces such attainment through ex-student meeting by formal discussion. Student's active participation in various activities in progressive class demonstrates that he has secured the stated program outcomes, program specific outcomes and course outcomes.

The program outcome insures a student to develop his hobbies. he also can turn towards creative writing like poems, biographical sketch through annual magazine of the college. He also can come across poetic devices. He can plan business management, can get acquainted with banking. Course outcomes pertaining to research methodology develops a research consciousness among students.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 2.6.3 Average pass percentage of Students

**Response:** 73.08

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 190

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 260

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:**

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)**

**Response:** 0.8

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.35	0.00	0.45	0.00	0.00

File Description	Document
List of project and grant details	<a href="#">View Document</a>
e-copies of the grant award letters for research projects sponsored by non-government	<a href="#">View Document</a>

**3.1.2 Percentage of teachers recognised as research guides at present**

**Response:** 5.56

3.1.2.1 Number of teachers recognised as research guides

Response: 1

File Description	Document
Any additional information	<a href="#">View Document</a>

**3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year**

**Response:** 0.5

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

Response: 2

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 20	
File Description	Document
Supporting document from Funding Agency	<a href="#">View Document</a>
Funding agency website URL	<a href="#">View Document</a>

## 3.2 Innovation Ecosystem

<p><b>3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge</b></p> <p><b>Response:</b></p> <p>Teachers are encouraged to participate in Conferences, Seminars, Symposia and Workshops at National and International level. They are offered with incentives like Leaves and Allowances. Teachers are motivated to submit research proposals to various research agencies. Mumbai University, Mumbai has sanctioned Three Minor Research Projects, out of which one has been submitted. The IQAC motivates faculties to pursue their Doctoral Research. Presently, 15 faculties have registered for PhDs. So far, Dinkar Kute has been awarded in Marathi while, two others are awaiting their Viva-voce. IQAC prompts faculty to complete their Orientation, Refresher and Short Term Courses.</p> <p>The college has a Ph. D research centre for Hindi where one faculty supervises the Ph. D student. Currently, four students are doing their Ph D from this centre. The college library is equipped with INFLIBNET facility which hosts many National, International Journals and E-Books cater the need for research.</p> <p>Apart from Faculties, Students too are stimulated to do projects on local issues like Agari and Koli Dialects, cultures and values, History of Local Society, Study of local institutes like Banks. College organises various activities like Field Visit reports, Departmental Seminar, and Special Lecture on Research Methodology to enhance the research aptitude of students.</p>
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File Description	Document
Link for Additional Information	<a href="#">View Document</a>

<p><b>3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years</b></p> <p><b>Response: 0</b></p> <p>3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years</p>
--

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	<a href="#">View Document</a>

### 3.3 Research Publications and Awards

<b>3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research</b>	
Response: Yes	
File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

<b>3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards</b>	
Response: No	
<b>3.3.3 Number of Ph.D.s awarded per teacher during the last five years</b>	
Response: 0	
3.3.3.1 How many Ph.Ds awarded within last five years	
3.3.3.2 Number of teachers recognized as guides during the last five years	
Response: 1	
File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>

<b>3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years</b>	
Response: 1.22	
3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years	

2017-18	2016-17	2015-16	2014-15	2013-14
2	6	9	4	1

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>

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

**Response:** 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List books and chapters in edited volumes / books published	<a href="#">View Document</a>

## 3.4 Extension Activities

### 3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

**Response:**

The college organises various extension activities with the help of various government and Non-government organizations. These activities are aimed at stimulating social values like Gender issues, swacchata awareness, health and sanitation, anti- superstition and anti- addiction.

College interacts with various NGO's like ANS (Andhashraddha Nirmulan Samiti, Pen), Patanjali Yog Seva Samiti and Aai Day Care. These activities aim at development of scientific temper, awareness against superstition, Health and Fitness and Awareness among students for Divyangjan. College strives to develop soft skills among students.

The Governmental Agencies like District Civil Hospital, Sub- Divisional Magistrate, Sub- Divisional Officer and Tehsildar organise various governmental programmes with the help of College administration

and students. These programmes include Pulse Polio Vaccination, Blood Donation, Legal Literacy Club, Electoral Awareness etc. these programmes assist to mobilise the youth for nation building and developing social consciousness.

The Government has launched Swaccha Bharat Abhiyan. The Abhiyan encourages cleanliness values and besides cleanliness program. College periodically organises Swacchata Rally and Swacchata drive at various public place. The program generated consciousness among students towards cleanliness at societal level and in turn the people realises their contribution.

The College motivates the youth completing their age of 18 to enrol as Voter and Driving Licence. The college in collaboration with RTO and Tehsil office organise such programmes.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

**Response: 0**

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	<a href="#">View Document</a>

### 3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

**Response: 23**

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



2017-18	2016-17	2015-16	2014-15	2013-14
4	6	4	5	4

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Number of extension and outreach programs conducted with industry,community etc for the last five years	<a href="#">View Document</a>

### 3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

**Response:** 16.16

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
166	210	115	249	42

File Description	Document
Report of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>

## 3.5 Collaboration

### 3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

**Response:** 10

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
06	1	1	1	1

File Description	Document
Number of Collaborative activities for research, faculty etc	<a href="#">View Document</a>
Copies of collaboration	<a href="#">View Document</a>

**3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)**

**Response: 2**

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 (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
01	0	0	01	0

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View Document</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.**

**Response:**

Our institution has adequate facilities for teaching- learning in UG and PG programs. It has 16 spacious classrooms, with glass black boards to conduct theory lectures. A Smart classroom is made available for innovative teaching. One LCD projector is made available in the college. The institution has a multipurpose hall for conducting different activities like lectures of resource persons, seminars, workshops etc. Separate room is made available for the college additional unit like National Service Scheme. The institution ensures that the available infrastructure is optimally utilized. The regular (weekly) working timetable for all faculties is well planned so as to make maximum possible use of the infrastructure facilities available. For this the college runs its programme in shifts which starts from 7.30 a.m. to 6.00 p.m.

Recently our college has built new building by which we can have more classrooms and a new hall for multipurpose use like cultural activity, seminars, workshops, conferences etc...

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

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

**Response:**

Our College has both indoor and outdoor facilities for sports and games. We have carom, chess board, discuss throw, shot put, karate as Indoor games and Kabbadi, Kho-Kho, Volley-ball, Running Track, Long Jump, Cricket, Badminton as Outdoor Games.

We have our practice of Yoga in Open Terrace Hall.

Our college has annual prize distribution day on which we have different Cultural activities as saree day, tie day, black and white dress day also Vachan prerna din/ reading day is celebrated on birth anniversary of Dr. APJ Abdul Kalam 15th oct. every year, Swami Vivekanand Jayanti, Essay Writing competition, Elocution competition, Shivaji Maharaj Jayanti, Dr. Babasaheb Ambedkar Jayanti.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

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

**Response:** 7.14

##### 4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 1

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	<a href="#">View Document</a>
Link for additional information which is optional	<a href="#">View Document</a>

#### 4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

**Response:** 5.84

##### 4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
11.96	11.9	14.9	23.38	11.94

File Description	Document
Details of budget allocation, excluding salary during the last five years	<a href="#">View Document</a>
Audited utilization statements	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

**Response:**

Yes , Library has *Library Integrated Management Software*. Name of Integrated Library Management System is **E-Granthalaya** (eG3) A Digital Agenda for Library Automation and Networking. Version in use is Ver.3.0 (2007) (Network Edition). We have entered in the 5th year of automation. Nature of

automation is partial, Now it is only used for data entry of books, data entry of members, issue/return of books and for book search according to author, title, keywords, accession no, publisher,.... . Daily/monthly/yearly reports can be generated and extracted item wise. The report explains how many items are issued, expired, out of use etc. Member wise report can also be generated. You can print accession register, membership register, book issue register and Fine.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

#### 4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

**Response:**

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

#### 4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

- A. Any 4 of the above
- B. Any 3 of the above
- C. Any 2 of the above
- D. Any 1 of the above

**Response:** B. Any 3 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 4.2.4 Average annual expenditure for purchase of books and journals during the last five years

**(INR in Lakhs)**

**Response:** 0.8

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.84	0.85	0.77	0.72	0.80

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.2.5 Availability of remote access to e-resources of the library**

**Response:** Yes

File Description	Document
Any additional information	<a href="#">View Document</a>

**4.2.6 Percentage per day usage of library by teachers and students**

**Response:** 2.28

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 19

File Description	Document
Any additional information	<a href="#">View Document</a>

### 4.3 IT Infrastructure

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

**Response:**

Our Institution has number of IT facilities. These are being updated as per the demand of the teachers ,

students and supporting staff. Our institution has 17 computers and one Laptop. We have 1 colour printer with scanner and 2 black & white printer with scanner. In addition to this we have 4 Laser printers .We have 1 Photocopy machine and 1 LCD Projector. LAN facility is available for most of the computers with BSNL internet facility. The exam depeartmet avails the facility of Biyani Technologies software. Our Library is enriched with library software named E-Granthalaya. It gives the facility of Number of Books and Journals .Library and Administrative Software are updated frequently through AMCs

We have recently taken license copy of Microsys software for office and exam work. Also we have Nlist Programme E-resource facility for students & staff . Where they can search their books and journal and also can download it.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

#### 4.3.2 Student - Computer ratio

**Response:** 48.06

#### 4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

**>=50 MBPS**

**35-50 MBPS**

**20-35 MBPS**

**5-20 MBPS**

**Response:** 5-20 MBPS

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

**Response:** Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	<a href="#">View Document</a>
Link to photographs	<a href="#">View Document</a>

#### 4.4 Maintenance of Campus Infrastructure

##### 4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

**Response:** 10.7

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

2017-18	2016-17	2015-16	2014-15	2013-14
83.4	7.1	19.8	20.0	13.3

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</a>
Audited statements of accounts.	<a href="#">View Document</a>

##### 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:**

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities in the college. Physical facilities like Class rooms, Library, Reading rooms, Indoor Sports Facility, Playground, Cycle Stand, and support facilities like Canteen are maintained and utilized properly as per the rules and regulations adopted by the college. Computers of office, examination section and Library are loaded with Biyani software and E-Granthalaya Software. Everyone have equal opportunity to use these facilities as per the rules and the policies of the institution. Internet connectivity is maintained by BSNL. For the maintenance of computers, local technical expert is hired. The website of the college is maintained exclusively by our teaching Staff. Maintenance and cleaning of the classrooms, playground and Garden area is done by our peons. The college garden is maintained by the gardener appointed by the institute. Cleaning of toilets is done by privet labor. Library Software is maintained by librarian. Recently we have taken Microsys software for office and exam work.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>



## 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 the last five years

**Response:** 48.9

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

2017-18	2016-17	2015-16	2014-15	2013-14
44	572	583	559	801

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	<a href="#">View Document</a>
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

**Response:** 4.13

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

2017-18	2016-17	2015-16	2014-15	2013-14
44	30	29	45	58

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

**Response:** B. Any 6 of the above

File Description	Document
Details of capability enhancement and development schemes	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

#### 5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

**Response:** 7.91

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

2017-18	2016-17	2015-16	2014-15	2013-14
68	60	168	61	36

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years**

**Response:** 0.93

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
35	00	00	04	00

File Description	Document
Details of the students benefited by VET	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

**Response:** Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

**5.2 Student Progression**

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

**Response:** 9.1

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	96	0	0	0

File Description	Document
Self attested list of students placed	<a href="#">View Document</a>
Details of student placement during the last five years	<a href="#">View Document</a>

**5.2.2 Percentage of student progression to higher education (previous graduating batch)**  
**Response: 13.94**

5.2.2.1 Number of outgoing students progressing to higher education  
 Response: 29

File Description	Document
Details of student progression to higher education	<a href="#">View Document</a>

**5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)**  
**Response: 2.59**

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

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	0	0	2

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
25	29	95	78	132

File Description	Document
Upload supporting data for the same	<a href="#">View Document</a>
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

#### 5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.

**Response:** 7

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	3	1	2

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>

#### 5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

**Response:**

The student Council plays vital role in the development of student as well as college. As per Maharashtra University act 1994 the student Council is mandatory. It is formed as per guidelines given by Mumbai University. As the Act was dissolved, student Council existed up to 2014-15. The composition of student Council consist of representatives of all classes, N.S.S. representative, cultural representative, sport representative and principal nominated two representatives.

Principal remains the chairman of the Council. It also includes Gymkhana chairman, Principal nominated lecturers and N.S.S. Programme officer are the members of the committee. As per the act the student representatives elect their secretary amongst them.

The student represent in the various academic and administrative committees of the college like IQAC, NSS, sports, cultural committee, students aid fund, Anti ragging. The student representatives take part in various activities and maintain college discipline. They perform the role as a volunteer. They can discuss with senior teachers, Principal. The problems of the students regarding scholarships, admissions process, further education, job opportunities, celebrations at departmental level, organizing farewell function are being discussed. They also become the part of the events like conferences and workshops. They organized annual cultural program on their own. Since 2015-2016 the student Council is not in practice, as per University rule till the college involve them as a representative informally. They confer their ideas or opinions to the principal and all the faculties.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

**Response:** 20

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
20	20	20	20	20

File Description	Document
Report of the event	<a href="#">View Document</a>
Number of sports and cultural activities / competitions organised per year	<a href="#">View Document</a>

## 5.4 Alumni Engagement

**5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years**

**Response:**

The college has alumni association. The association plays its role in the development of the college. Every year student meets at the time of convocation. They discuss the problems of the college before the staff and suggest for the betterment of college. Adv.Vikas Mhatre is the ex- student of the first batch and now he is

one of the CDC members of the college. We invite alumni for various functions. Alumni have also donated in the form of articles like water filter/ cooler, Cupboard. The alumni always highlight the college functions on local cable network without any charges. One of the members of alumni and owner of Saj Marathi, Deva Pervi highlights the clip, program, advertisement of College admission on the cable network. The alumni work as umpire, referee in the annual sport activity. By these various ways they become the part of contribution in the college development.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

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

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

**Response:** <1 Lakh

File Description	Document
Alumni association audited statements	<a href="#">View Document</a>

#### 5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

**Response:** 0

##### 5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

##### Response:

This college is run by Shri Swami Vivekanand Shikshan Sanstha Kolhapur, which is established by Shikshanmaharshi Dr. Bapuji Salunkhe on 19th October, 1954. '?????, ?????? ?? ?????????? ?????? ??????????????' is the motto of management. In English it means that- Dissemination of education for knowledge, science and culture. The motto is relative to the managements Vision and Mission. The college has its Vision and Mission.

##### Vision:

- To inculcate among the students social values like honesty, truth service and scarifies and to stop social exploitation.
- To bring about a progressive change in the society by means of education.
- To create sense of equality among the students.
- To educate socially, economically, downtrodden students to uplift and make responsible citizen.

##### Mission:

1. To spread higher education in the hilly, rural area of Konkan region of Raigad district mostly Koli, Agri and Adivasi communities.
2. To mould selfless social worker who will strive ceaselessly for the cause of social reforms.
3. To use educational facilities for the development of the community
4. To achieve Universal values we focus on character building, integrity, honesty, truth, co-operation and discipline among the student. Attention is given to all around personality development of the students.
5. To disperse education at the lower strata for the social, economical, cultural, upgradation.
6. To make up students mind to face various challenges by getting need based education.
7. To have human values and secularism among the students.

The college disseminate education to all stratas of society Mainly Koli, Agri, Adivasi and deprived classes. It means the college is in tune with Vision and Mission.

The college runs the programme like B. A, B. Com, M.A. M. Com and Ph.D. Various programmes are organised by the college to develop their personality. The college is run by Shri Swami Vivekanand Shikshan Sanstha Kolhapur. The management has a chairman, secretary, joint secretary and regional heads. Decentralisation of management plays a significant role. It looks after almost 400 centres. The college



works under the guidance of it. The college IQAC prepare its perspective plan. Academic planning is prepared in the beginning of the academic year. The departments of the college make departmental annual planning. Considering departmental annual planning, IQAC make college annual plan. Various committees are formed so all the programs are being run systematically and smoothly. There is no caste, creed, gender, religious discrimination in the college. To support students economically college helps students in the form of scholarship, free ship, student Aid fund, concession in fees. The students are insured by Yuva Raksha of Mumbai University scheme. Students are helped by financial assistance for bus pass, examination fees, for book purchase.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 6.1.2 The institution practices decentralization and participative management

#### Response:

The college has decentralized mechanism. All the teachers participate in the activity. The Principal gives freedom to the chairman of committee, heads of the department and office superintendent. Various programs are being run in the college with the help of teaching and non-teaching staff.

#### Case 1: Rally on death anniversary of Dr Bapuji Salunkhe:

Every year the college organises a rally on 8th August in Pen market area, Koliwada, Kombadpada, s Chinchpada and Mahadikwadi. 8th August is death anniversary of great educationist Dr Bapuji Salunkhe. Teachers, students, non-teaching staff, stakeholders, senior citizen accompany in the rally. Principal shoulders the responsibility of the rally to cultural committee of the college. Various committees are being formed for the activity. Staffs work under the guidance of Principal and all teachers work like trafficking, maintaining discipline on the road, announcements, slogans, instructions displaying flags and banners, giving messages regarding social awareness about education, save girl child, gender equality etc.

#### Case 2: Annual Sports activity:

There is no post as a physical director in the affiliated colleges of Mumbai University. Along with principal establishes Gymkhana committee in the college. Gymkhana committee consists of Chairman and members. Committee sends students to participate in the university activity. Besides in the second term, in the month of January Vivekananda week is observed. Vivekananda week is observed during 12th to 19th January each year. Gymkhana committee form various subcommittees like ground committee, registration committee, refreshment committee, first aid committee, certificate distribution committee. In addition to this we have event wise committees like Kabaddi, kho-kho, volleyball, carom, Chess, badminton, athletics and cricket. Not only boys but girls also participate in all the events. Principal and Gymkhana committee monitor and guide the staff and the players for the success of the event.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

#### Response:

#### Perspective strategic plan and deployment documents are available in the institution:

**Response:** The College has made a perspective plan/roadmap for the next 3 year to develop educational, administrative, infrastructural and research activities.

#### The plan and its outcome:

As per road map the college has decided the following things:

To get permanent affiliation of Mumbai University and 2(f) and 12(B) certificate of UGC Delhi.

IQAC has suggested to LMC about affiliation and 2(f) and 12(B) certificate.

In the meeting of LMC it was resolved that the necessary documents should be collected as early as possible. The proposal should be send to Mumbai University and UGC Delhi.

Already the college has applied for permanent affiliation but there were many queries in the LIC report. all the queries were fulfilled and called LIC of Mumbai University again for visit. The LIC visited the college and submitted the report to the university.

The college has received a permanent affiliation letter on 10th November 2016. The college has applied for 2(f) and 12(b) recognition to UGC Delhi. All the necessary documents were collected along with the proper proforma. The proposal copies sent to UGC through registrar Mumbai University. Ultimately, we got the recognition letter on 12th January 2018. Besides these the college has implemented following activities according to our strategic plan.

SR.NO	ACTIVITIES	DATE
1	Workshop on solar energy instrument	09 to 15 February 2015
2	District employment camp	18/11/2017
3	Inter college one day workshop on "Research Methodology: Library science.	04/02/2014
4	Degree Distribution Ceremony	End of the Year

File Description	Document
Any additional information	<a href="#">View Document</a>
Strategic Plan and deployment documents on the website	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### **6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism**

#### **Response:**

#### **PARENT INSTITUTE**

The college is being run by Shri Swami Vivekanand Shikshan Sanstha Kolhapur which is apex management body. It consists of general body, management Committee, life member committee and trustee committee. The management is decentralized in the five regions. The management has a President, vice-president, chairman, secretary, joint-secretary administration, joint-secretary finance and moreover 6 regional heads co-ordinate with the education centres in their respective regions, as well as the management.

#### **Local Management Committee:**

The college has local Management Committee. It is formed as per Maharashtra University act. There are 11 members in the committee. Issues regarding financial position of the college, infrastructural development, fulfilling teaching and non-teaching staff, research activity and future plan have been discussed in the LMC meeting. The same is sent to the management for approval. As per Maharashtra University act 2016 LMC is named as College Development Council (CDC) which has 13 members. There are various college commits for smooth functioning of the college. Principal forms various committees. Heads of the committees with office and staff members complete their committee works as admission, eligibility, examination, national service scheme, student welfare scheme, insurance and various events performed in the college.

#### **Service rules, procedure and recruitment:**

The management follows the rules and procedure of UGC, Mumbai University and government of Maharashtra for recruitments and grievance redressal. In addition to this management has its own mechanism for redressal of the grievances.

#### **Promotional policy:**

Promotional policy of the college and Management is transparent. Self-appraisal, career advancement scheme PBAS, API of the UGC are considered for the promotion of the faculty. For the promotion of non-teaching staff the management follows the seniority list, confidential reports by the principal and the reservation policy of the government.

**Grievance redresal mechanism:**

There is a grievance redressal cell for the staff and students for their complaints. It resolves their grievances. The Principal takes note of complaints in writing or orally. The committee discusses on the complaints in the meeting and the complaints are solved. There is a separate anti-sexual harassment committee to solve issues of girl students as well as women staff members. Moreover anti ragging committee is formed to resolve the ragging cases.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

**6.2.3 Implementation of e-governance in areas of operation**

- 1.Planning and Development
- 2.Administration
- 3.Finance and Accounts
- 4.Student Admission and Support
- 5.Examination

- A. All 5 of the above
- B. Any 4 of the above
- C. Any 3 of the above
- D. Any 2 of the above

**Response:** D. Any 2 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions**

**Response:**

The principal and IQAC suggest and guide various committees formed in the college. Meetings are conducted by the departments periodically to resolve their issues. The decision had been taken in the

meeting which have their minutes and documents. LMC approves the decisions.

### **Construction of new building:**

The college had a building, ground. In the rainy season, as it is Kokan people face heavy rain. It used to become difficult to enter in the college and even student could not park their vehicles in the campus. The whole ground used to seen like lake and grassy in rainy season. Hence parking and pavement blocks were immediate need of the college.

So in the LMC the subject was taken for discussion and it was resolved that:

1. Parking should be constructed.
2. The pavement blocks should be fitted.

The principal instructed to the building committee for further action. The proposal was sent to the management for approval. After having permission, the college has constructed parking having the capacity of 10 four wheelers and 50 two wheelers and fitted the blocks and made the path. So that students move on and enter in the college safely.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

## **6.3 Faculty Empowerment Strategies**

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

#### **Response:**

There are many effective welfare measures at the college and management level for teaching and non-teaching staff.

#### **Existing welfare measures by the management:**

The management has Swami Vivekananda Shikshan Sanstha Sevakanchi Sahkari credit co-operative society. The teaching and non-teaching staffs are the members of the society. The society sanctions to the members various loans- housing loan, vehicle loan, emergency loan, educational loan and personal loan.

#### **Anukampa Niyukti (compassionate ground appointment):**

After the sudden death of the staff in service the job is offered to the family member.

The management felicitate the employees and their wards for their success.

#### **Welfare measure by the college:**

**Advance payment:**

The college gives advance payment to the staff in emergency or delay of the salary.

Advances are paid to the temporary faculty.

Medical reimbursement is made available to the teaching and non-teaching staff.

Loan from PF- PF loan facility is provided to the staff.

College provides documents for the loan proposal of the staff.

LIC instalment is deducted through salary and send to the LIC branch, Pen.

Facility of patsanstha branch is available in the college campus.

Free check-up camp was organized for blood group, haemoglobin and sickle cell.

The atmosphere of the college premises as well as staff is itself healthy. Everybody shares happiness and sorrow with others.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

**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:** 94.3

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

2017-18	2016-17	2015-16	2014-15	2013-14
17	19	19	18	12

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**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:** 0

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	<a href="#">View Document</a>

**6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years**

**Response:** 10.78

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	2	2	1	3

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers).	<a href="#">View Document</a>
Details of teachers attending professional development programs during the last five years	<a href="#">View Document</a>

**6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff**

**Response:**

The teacher's performance is assessed by the college as per UGC instructions. IQAC looks after the

academic performance appraisal system. Principal conducts a meeting to review work of the committee at the end of the year. The notice is circulated for the submission of PBAS along with documents. The faculty fills the self-appraisal form signed by the head of the department and submit it to the IQAC committee.

IQAC assess those forms; check the documents and analyses individual reports, give suggestion for his better performance, at last calculate the total score. Lastly it is finalized with the signature of the Principal. After having the university circular the committee makes the list of the faculty due for placement. They are suggested personally to fulfil the requirements. So they can be placed properly. Their applications signed by the principal are submitted in the university. Such mechanism has worked for good outcomes.

Non-teaching staff has also performance appraisal mechanism. The office fills the annual Confidential Report (C.R.) regarding their performance and compliance. The Principal checks these C.R.s and are being sent to the regional head of the institute for further procedure. After having the filled forms signed by the regional head the forms are being sent to the management. After verifying these reports the management recommends for his/ her promotion. Placement and promotions are retained who fails in compliance.

#### **Promotion list of the non-teaching staff.**

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>

## **6.4 Financial Management and Resource Mobilization**

### **6.4.1 Institution conducts internal and external financial audits regularly**

#### **Response:**

Financial, Management and Research mobilization:

Internal and external audit mechanism is practiced in the college. Internal audit is being done by the auditors appointed by the management every year periodically. If there are objections and queries by the auditors, those can be worked out by the administration of the college. No objection is kept unsolved. Internal audit of Chartered Accountant carried out either by R.S.Mohit and Company Kolhapur or M/s Vikram V.Phatak and associate Kolhapur. Internal audit of all the previous years is completed. There is no objection remained pending. Joint Director of Higher Education, the senior auditor and the auditor general of the state carry out the assessment of the college. The assessment is completed up to 2016-17 on 7th March 2018. The AG audit by the Auditor General Mumbai is completed up to 31st March, 2014. There were twelve objections raised by A.G. and all the paras are complied by the college. The A.G. has given NIL report on 13th December 2018.



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

**Response:** 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

#### File Description

#### Document

Details of Funds / Grants received from non-government bodies during the last five years

[View Document](#)

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

**Response:**

The College prepares Action Plan to generate fund, to achieve mission or target about the institute resources are mobilized and it is used extensively

**Resource generation:**

Development fund from the student is collected. Donations from the well-wishers of the institute, from the society or staff are also collected. The institute use its available resources to maximum. The undergraduate classes are being run in the morning shift 7:30 a.m. to 1 p.m. and postgraduate classes are being conducted after post lunch session since 3 p.m. to 6 p.m. Human resources also perform their given duties with hard work. It maintains quality education for the benefit of all round development of the college. The infrastructure of the college is used for other reasons also. Government CET examination is conducted in the college. Industrial Training Institute student, polytechnic college students use the college playground every year for the practice. Even Euro Kids Nursery School, Pen utilised the playground and classrooms to arrange their sport and cultural activity. The college has given permission to ANIS, BUCTU & BAMSEF organizations to conduct the meeting.

Even one room is given to Shree Swami Vivekananda Shikshan Sevakanchi patsanshta office.

The management's 25 educational centres are here in Raigad, Thane and Mumbai region. There are educational camps, residential camps, talent search examination, regional sports competition; Prize Distribution ceremony is being conducted in the college area every year. The regional meeting of the management is consisting of Marathwada region, Pune region, Raigad, Mumbai and Thane region together. It is organized in the college.

## 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:

The college has shouldered the responsibility on IQAC to enhance quality assurance, sustains and focus the core values identified by NAAC.

IQAC plans, monitors and executes various activities. The committee is functionally active and practices different strategies and processes. It takes initiative for successful outcome. Best practices initiated by IQAC for institutionalizing assurance for the quality.

#### Use of ICT in teaching learning process:

IQAC has suggested and encouraged the faculties to make use of ICT.

IQAC convinced the college to purchase ICT tools which includes computers, laptop, LCD projector, sound system. Internet connection is made available in the college buy suggestion of IQAC. It is 10 MBPS lease line connection. The faculty has its own internet connections through which they have formed their class wise WhatsApp groups. They share the information regarding difficulties, notes, references, problems and their solution of the answer. Besides faculty whats app groups are there. For effective learning as per solutions of IQAC faculty prepare PPT, teaching videos and show the movies based on syllabus.

#### Enhancing quality assurance of teaching faculty:

By the suggestion of IQAC staff Academy plays important role in enhancing quality assurance of the faculty. The head and members of staff Academy bring to the notice of teachers to deliver lecture in the staff Academy. The committee invites the subjects by the faculty. The committee notifies teachers name, subject and date. The concerned teacher delivers his thoughts before the staff. At the end teachers of the staff ask questions and the teachers respond to them. The staffs discuss thoroughly on it and it ends by vote of thanks. Then the report has been written. It is beneficial to the teachers as well as staff.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 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

#### Response:

#### The Institution reviews its teaching learning process:

IQAC plays an important role by establishing review process and methodology.

1. Review through periodical meetings:

The principal in the presence of IQAC coordinator takes review of the work of various committees throughout the whole year. It verifies regarding teaching, learning decisions.

The committee also meets the department and become a part of their meeting. It also considers the decisions of the teacher as well as student about the syllabus, about teaching methods and use of ICT. It becomes helpful for improving teaching and learning process. After having the review, the IQAC realizes the importance of ICT infrastructure in developing teaching learning process. Hence it insists on ICT infrastructure.

2. Enrichment of ICT infrastructure:

The IQAC has emphasized for using ICT tools in teaching learning process. IQAC insisted the administration to make ICT tools available like INFLIBNET, Wi-Fi, to purchase ICT infrastructure. Use of social media became important for communication among the students and teachers.

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year**

**Response: 2.8**

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	3	2	3	3

<b>File Description</b>	<b>Document</b>
Number of quality initiatives by IQAC per year for promoting quality culture	<a href="#">View Document</a>
IQAC link	<a href="#">View Document</a>

**6.5.4 Quality assurance initiatives of the institution include:**

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

**Response:** C. Any 2 of the above

File Description	Document
e-copies of the accreditations and certifications	<a href="#">View Document</a>
Details of Quality assurance initiatives of the institution	<a href="#">View Document</a>
Annual reports of institution	<a href="#">View Document</a>

#### 6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

**Response:**

##### **Academic and administrative:**

1. Participation of staff members in seminars is encouraged and increased each year.
2. Our college is recognised as a research centre for Ph. D. Programme (Hindi) of Mumbai University.
3. Research activities are encouraged and increased as a result research papers are published in national and international journals.
4. Number of Ph.D. holders is increasing each year. A good number of researchers are pursuing Ph. D.
5. Participation of teachers in orientation course and refresher course is increased.
6. We Organised university level workshop and national level seminar.
7. A women cell is active in the college to guide the girl students.
8. A placement cell is introduced.
9. Geography, History and commerce departments have their departmental libraries.
10. Our college is permanently affiliated to Mumbai University, Mumbai.
11. The college received 2(f) & 12(B) recognition.

##### **Infrastructural growth:**

1. Construction of new building which includes:

**Multipurpose digital hall, Principal cabin with rest room, Library, office, examination department and staff room.**

1. Fitted paver blocks on footpath.
2. Construction of parking.
3. Beautification of garden with lawn and flower plants.
4. Girl's common room is available in the college and is up to the mark.

**Technology up gradation:**

1. LCD projector is installed in the multipurpose hall and CCTV cameras are installed in the college campus. Also web camera is being used by the examination department.
2. Library is improved with more journals and periodicals. Subscription of NLIST has been done. A computer is provided to library. Internet facility and more space are made available in library.
3. Installation of biometric attendance device for all staff members.
4. Installation of electric bell.
5. Purchased photocopy machine, laptop, invertors, dongle for smooth working of the college.

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

**Response:** 8

##### 7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	2	2	2	1

#### File Description

#### Document

Report of the event

[View Document](#)

List of gender equity promotion programs organized by the institution

[View Document](#)

#### 7.1.2

##### 1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

**Response:**

##### Safety security:

The college has provided many facilities to the students in terms of gender sensitivity. There are nine CCTV cameras in the college campus. There is rotational duty of the college peon for night shift. There is a separate common room for girl student. The sexual harassment prevention committee is in function to benefit the girl students. Programs like Self defence, training of karate, introduction of various laws regarding domestic violence, right of women, sexual harassment are being organised in the college. For gender sensitization lectures, workshops arranged by inviting lawyers, doctors, social workers, police inspector. Teachers visit to the police department to understand the laws regarding women violence. Teachers, non teaching staff also looks after the girl students. They communicate with the students. There is a mentoring system, for mentoring, to solve their personal problems. There is a separate common room adjoining the ladies toilet for the girls.

Programs conducted in the college regarding gender sensitization:

On 21st August 2014 honourable Judge S.N. Patil delivered lecture regarding introduction to law.

A program of counselling was organised on gender equality and women's health in the college. The well known social worker Vaishali Patil and Dr. Varsha Mhatre did the counselling.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 7.1.3 Alternate Energy initiatives such as:

#### 1. Percentage of annual power requirement of the Institution met by the renewable energy sources

**Response:** 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

Response: 4.8

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 7.1.4 Percentage of annual lighting power requirements met through LED bulbs

**Response:** 25

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 1.2

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 4.8

File Description	Document
Details of lighting power requirements met through LED bulbs	<a href="#">View Document</a>

### 7.1.5 Waste Management steps including:

- Solid waste management

- **Liquid waste management**
- **E-waste management**

**Response:**

**Solid waste management:**

The dustbins are used to collect solid wastes in the principal cabin, staff room, office, library, guest house, Gymkhana and various departments. Dustbins are placed on each storey of the college building. The waste is collected and dumped in municipal vehicle. Scrap papers, news papers, magazines, journals, posters, projects, assignments are being sold to the scrap vendors for recycling and manufacturing process.

**Liquid Waste:**

There are safety tanks and a soak pit in the campus. Discharged water of the toilet is connected to safety tank through underground pipeline.

**E-waste:**

E-waste generated is kept in scrap room. CDs, DVDs are properly saved for future use and then dematerialised. Sometime PCs which are not in use, being repaired and given to the other educational centre of the management.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

**7.1.6 Rain water harvesting structures and utilization in the campus**

**Response:**

As it is Kokan region, we face heavy rain in the month of June to September. It rains sometimes 10 to 12 hours continuously. The ground becomes a big lake however the outlet is given to the water to the adjacent stream flows to the river Bhogavati. Eventually we fit the motor to uplift the water from the stream for construction of the new building. we planted different types of plants around the campus. It includes Coconut, Mango and flower plants to maintain greenery of hte campus. The rain water from the roof Top of the Building is manged to percolute in the ground.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>



### 7.1.7 Green Practices

- **Students, staff using**
  - a) **Bicycles**
  - b) **Public Transport**
  - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

#### Response:

Most of the students come to the college by Maharashtra state transport service. Many of the staff members who live near college come on foot. A few of them share other's vehicle. Besides we observe second Friday of the month as no vehicle's day. Nobody come with the vehicle on second Friday of the month as No Vehicles' Day. Nobody comes with the vehicle on second Friday of the month. Use of plastic in the college is prohibited and also we appeal the students, not to use plastic elsewhere. Instructions regarding ban on use of plastic in the college premises are displayed on the walls. It is a tobacco and smoking free zone. Students are strictly advised not to use plastic files for project, assignment and also other works. Students, staff collected plastic bags if they come across litters like wrappers of candy and chocolates, water bottles put into dustbins.

Plastic awareness programme was organized in the college to promote green practices. Sometimes the college IQAC gives notices on email and WhatsApp to the faculty and the teachers also respond through it.

The office staff also lessened the use of papers in their work and it emphasises e-communication like email, WhatsApp. Even the management also send their important circulars, letters and different types of orders, through email and vice versa. The college is surrounded by the trees and campus has also trees. This preserves the natural environment of the campus. Lawn, flower garden also beautify and maintain greenery of the campus.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

**Response:** 0.03

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0.19	0.12	0.08	0.07

File Description	Document
Green audit report	<a href="#">View Document</a>
Details of expenditure on green initiatives and waste management during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:**

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

**Response:** D. At least 2 of the above

File Description	Document
Resources available in the institution for Divyangjan	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
link to photos and videos of facilities for Divyangjan	<a href="#">View Document</a>

**7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years**

**Response:** 6

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	00	00	01	02

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)**

**Response:** 7

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	00	01	01	02

File Description	Document
Report of the event	<a href="#">View Document</a>

**7.1.12**

**Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff**

**Response:** Yes

File Description	Document
Any additional information	<a href="#">View Document</a>
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	<a href="#">View Document</a>

**7.1.13 Display of core values in the institution and on its website**

**Response:** Yes

File Description	Document
Any additional information	<a href="#">View Document</a>
Provide URL of website that displays core values	<a href="#">View Document</a>

**7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations**

**Response:** Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.15 The institution offers a course on Human Values and professional ethics**

**Response:** Yes

File Description	Document
Any additional information	<a href="#">View Document</a>
Provide link to Courses on Human Values and professional ethics on Institutional website	<a href="#">View Document</a>

**7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions**

**Response:** Yes

File Description	Document
Any additional information	<a href="#">View Document</a>
Provide URL of supporting documents to prove institution functions as per professional code	<a href="#">View Document</a>

**7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years**

**Response:** 5

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	0	02	0	0

File Description	Document
List of activities conducted for promotion of universal values	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

#### Response:

The college observe anniversaries of the great people, the educationalists, freedom fighters, social workers like Mahatma Gandhi, Shikshanmaharshi Dr. Bapuji Salunkhe, Rajashri Shahu Maharaj, Swami Vivekananda, Sardar Vallabhbhai Patel, Chhatrapati Shivaji Maharaj, Dr. Babasaheb Ambedkar, Savitribai Phule, Mahatma Phule, APJ Abdul Kalam and C. Ranganathan. The lectures are being organised for students to acquaint values like integrity, bravery, patriotism, cultural awareness, unity, socialism and secularism.

Independence Day, Republic day, constitutional day, Maharashtra din, are also celebrated. Parents, citizens, ex-students witness the programs. Prayer of Sanstha, constitution of management is helpful to enrich values and ethics among the staff and students.

### 7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

#### Response:

Financial, academic, administrative and auxiliary functions transparently maintained by the college. The college publishes annual magazine as well as college brochure each year. The information about semester and vacation period, prayer, ragging act by Supreme Court ,programme, courses, available seats, academic calendar, conditions of the admissions ,scholarship, important guidelines, establishment, Various undertaking forms are being provided to the students. The notices are displayed on the notice board, circulate in the classrooms and some notices and contact detail are also displayed on the website.

## 7.2 Best Practices

### 7.2.1 Describe at least two institutional best practices (as per NAAC Format)

#### Response:

#### Best practice (A)

##### 1) Title: Academic and administrative audit:

##### 2) Objectives of the practice:

- a) To assess the college by external assessment team.
- b) To understand weaknesses and strengths of the centre.
- c) To improve the quality of the college by the suggestion and recommendations given by the external team.
- d) To know the status of the college at the academic and administrative level.

##### 3) The Context:

For the sake of quality education the college adopts quality measure to full fill the purpose of ensuring quality. The college is being evaluated its performance to self assessment by the external panel of peers. In every year in the month of March or April academic and administrative audit is being practiced.

##### 4) The practice:

The assessment team include four members.

- 1) The principal (Chairman)
- 2) Two senior teacher from Arts and Commerce faculties (members)
- 3) Registrar of the college (member)

All these members are from different colleges. Considering the guidelines of NAAC these members assess and accredit the college. Before its visit the team gives the college date, time and schedule of the program in advance. Their schedule begins with the team's interaction with the Principal. Then they visit the departments and communicate with the teachers. Each and every teacher assessed in the teams of his personal profile and departmental profile. They also visit library, Gymkhana, cultural department, NSS and NAAC office. The college office is also assessed under different heads by the registrar. The Documentary evidences are verified. They also see a report of academic administrative audit of previous year and ask about its compliances whether it is rectified properly or not. In the exit meeting the team submits the report based on the SWOT analysis.

#### Limitations:

Committee should visit twice in one academic year at the end of the first semester and at the end of the second semester. So that the suggestions made by the team in the first semester will help the institute to complete in the second semester.

#### **5) Evidence of success:**

Owing to academic and administrative assessment the profile of the college is enriched. Faculty have published their research papers in journals, some are pursuing their PhDs, participating in seminars, workshops, conferences, symposia. use of ICT is enhanced. Sports and cultural participation is increased.

#### **6) Problems encountered and resources required:**

There is no major problem in the implementation of academic administrative audit. Resources required are the experts from various faculties and financial assistance.

#### **Best practice (B)**

**1. Title: VACHAN SANSKRUTI MELAVA:** ( To enhance reading culture)

#### **2) Objectives about the practice:**

- 1) To create interest about reading in students.
- 2) To understand the culture of Agri community.
- 3) To understand Agri rural literature.
- 4) To make student bold by their participation in reading poems, reading extract and speech.

#### **3) The context:**

Most of the students in the college are from Agri,Koli, community and adivasi. the reading habit is scare in them. hence the college has decided to start Vachan Sanskriti Melava. Every year the college arranges reading event. Exhibition of the book is being organised in the library, in the staff room. Mainly the event is focused on Agri proverbs, Agri diction, dialect, phrases, ukhane, speech competition and essay writing.

#### **4) The practice:**

#### **The team includes five mebmbers**

1. M.R Bhitre Librarian
2. V. R. Ghodake (Marathi Department)
3. Suryakant Patil (Writter and Journalist)
4. R. N. Jagtap (Marathi Department)
5. S. N. Dhumal (Lab Attendent)

Vachan Sanskriti Melava is organised in each Year.

### 1. Evidence of success:

Students visit library and take books for reading. They are able to understand diction of Agri community, culture. They are participating in the various competitions. They are now able to compose their own poems and publish their books. The Whats App use is becoming lesser and reading books is increasing day by day.

Aruna Kadam has published her poetry book (Shambhar Kranti Phule).

Pranali Patil Pushpakanya has publishes online Bhayakatha (Pahili Nokari, Bus Stop, Shevatchi Paij, Challenge, Dusht Mitra)

Link is <https://marathi.pratilipi.com/user/pranali-patil-pushpkanya-0h2ba42b14>

Ex- Students' souvenir named Smrutigandh.

Posters were prepared by the students on inspiration of Vachan Sanskriti Melava.

### 1. Problems encountered:

The books written in Aagri community are meagre in number. A few writers contribute to write on their culture and their native language. So it is not easily available in the market.

File Description	Document
Any additional information	<a href="#">View Document</a>

## 7.3 Institutional Distinctiveness

### 7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

#### Response:

The college is 1.5 kilometre away from S.T. Stand. Most of the student are from rural area and come to Pen by bus and from S.T. Stand they come on foot. Almost more than 90% of the students are from backward classes and deprived from the society. More than 60% girl students seek education in the college. Most of the students admitting in the college have twice, thrice admitted mark list at 10 + 2 level.

Considering the vision college gives admission to such deprived students who are having 2, 3 market lists in 10 + 2 level, having gaps in their education. The college is meant for socially, economically, educationally backward students. Near about 50% student belong to this category. The students, who are refused in other colleges, are welcomed and they take refuge in our college. Adivasi (ST category) students are also admitted in the college and we help them for their admission in government hostel by giving letter



to them. We pay attention to them. Some of the students work in private sector after college hours to earn their living. In the first year in the beginning the performance is very poor, but by the attention of the faculty, the service provided by the college, informal communication with the students, increased the confidence among the students and their performance improved. Even girl students also participated in sports, cultural activities, and wiped out their shyness and become bold.

Distinctive feature of the college is most of the students are from reserved category and different types of castes S.C, S.T, N.T, O.B.C.and V.J.N.T. With their great efforts, the students bagged the prizes, awards and ranked in the subject merit of the University of Mumbai.

NAAC

## 5. CONCLUSION

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### Additional Information :

The college is inculcating the values in the students with the help of the set curriculum. In addition to this 2 NSS units having 200 volunteers and 2 programme officers work for the betterment of the society. Our institute runs Yashwantrao Chavan Maharashtra Open University's study centre, which recently received 'A' grade.

Future plan:

1. To establish language laboratory.
2. To start science faculty.
3. To initiate new post graduate programmes like M.A. (Economics, Political Science, and English).
4. To initiate certificate courses.
5. To increase MOUs.
6. To increase ICT facilities.
7. To encourage the faculty members to complete research work.
8. To increase no of MRPs and research paper publication.
9. Organization of international seminar, conference.
10. To introduce career oriented subjects like Psychology, Travel and Tourism and other skill oriented subjects.

To register and activate alumni association.

### Concluding Remarks :

Taking into consideration the vision and mission, our college gives priority to the students. The institute is taking too much efforts for the overall development of the socially, economically downtrodden, students from hilly area. Most of the students have passed the 10+2 examination after appearing multiple times. The students scoring less marks do not get admission in other colleges, we welcome such students as a result we have a few students scoring more marks. The college is fetching such students in the main stream by the continuous efforts. Some of the students even top the university.