



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

**PATPANHALE EDUCATION SOCIETY'S PATPANHALE
ARTS, COMMERCE AND SCIENCE COLLEGE**

A/P - PATPANHALE, TAL - GUHAGAR, DIST - RATNAGIRI 415 724
415724

www.patpanhalecollege.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Patpanhale Education Society's Patpanhale Arts, Commerce and Science College has been started in the year 1992 and is affiliated to University of Mumbai. The college is located in Patpanhale Village, Guhagar Development Block of Ratnagiri District. It provides co-education and is running under grant-in-aid. Initially it was started with Arts Faculty in 1992 and later on in the year 1995 commerce faculty was started. As the college is small, the number of students in each class is within the span of control of each teacher and hence enables them to take personal care of the students in relation to their studies and their personal problems (if any). The college has been shifted to newly constructed building w.e.f. 27th November, 2019. The new building is spacious, and is situated in a calm and serene location surrounded by beautiful greenery. The college is undertaking co-curricular and extra-curricular activities. For this, a number of associations and cells have been created and entrusted to different faculty members. The ultimate motive behind this is to make students as perfect and responsible citizens of the country.

The college has Arts and Commerce wings with some optional subjects at Arts level and no optional subjects at B.Com level also it started M Com recently. Most of the students of the college belong to rural background, socially backward and economically poor families. Some of the students of our college travel from 35-40 km. distance to attend their classes. This is considered as a mirror reflecting the committed performance by the college staff.

Teaching faculty members are sent to attend orientation and refresher courses, workshops and seminars etc. as and when they desire and the need is felt and thereby it enables them to update their knowledge base and improve their teaching skills. We are working in a rarest situation and with the following commitments

When the situation in which we are working is taken in to consideration, one may definitely applaud us and hence we have the satisfaction of laying at least few steps in the direction of our journey towards perfection.

Vision

Enlightenment through Education

Mission

To Prepare the Students for their Life as Good Citizen

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. It is the first Development Block to educate first generation students including girls.
2. The College has dynamic leadership of the principal.

3. The institution has supportive and encourage management under dynamic chairmanship.
4. The college has appreciative stakeholder involvement in all its activities.
5. The college has been shifted to a newly built building with all facilities.
6. The college is enlisted under Sections 2(f) and 12 (B) by the University Grants Commission and is eligible to receive UGC grants.

Institutional Weakness

1. The college has limited range of academic programme options.
2. The college has negligible use of ICT as learning resource.
3. The college has inadequate sports and games facilities.

Institutional Opportunity

1. There is a scope for introduction of more job oriented courses.
2. To start science programme.
3. The college has committed faculty and enthusiastic.
4. The college has wide catchment area of admissions.

Institutional Challenge

1. Quality sustenance in rural and backward set up.
2. Provision of more physical and infrastructural facilities.
3. Getting more number of posts sanctioned and filling them up. (In the background of multiple Govt. restrictions)
4. Introduction of add-on courses on rural economy.
5. Promotion of research and consultancy services.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college is affiliated to University of Mumbai and hence it follows the curricular design and regulations of the Parent University. It offers graduate programmes in the Faculty of Arts and Commerce and postgraduate programme in M Com. Being an affiliated College, it has to follow the syllabus devised by the University. There is no any freedom available to the College to the curriculum design, development and its enrichment. However, working within these structures, we have tried our level best to give justice to the curriculum and its right delivery.

Whenever a new curriculum is framed, the University sponsored workshops are organised either in the University or any of the affiliated colleges. The College deutes its faculties to such workshops. Our faculties have participated in the workshops of almost all the related subjects and programmes and contributed their suggestions to the syllabus framework.

To facilitate the effective implementation of the curriculum at the institutional level, we give utmost importance to the planning aspect. Teaching plans are prepared and adhered to by the faculty members. It will enable them to effectively deal with the time barrier and vast syllabus. In addition to this, teachers are also motivated to prepare plans for the activities to be conducted under various cells and associations, which have resulted in the institutional habit of setting the small targets and their successful achieving within the limits without compromising with qualitative aspects.

The institution offers B.A. programme in five optional subjects and B.Com. Programme, under grant-in-aid scheme; M.Com programme (Management) under the self-financing scheme. Two certificate courses/programmes have been introduced recently which are designed by the institute/sponsoring institute. These certificate courses are 1) Certificate Programme in Banking, Finance and Insurance & (2) Certificate Course in English Communicability. These certificate programmes and also M.Com. programmes were introduced after second reaccreditation.

The parent University has introduced semester system with credit and grading system from the academic year 2011-2012. The University provided syllabus regulations. The University conducts T.Y. and M.Com examinations. The College on behalf of the University from the year 1992-93 conducts F.Y. and S.Y.B.A and B.Com examinations.

Teaching-learning and Evaluation

The institution maintains maximum possible transparency in the entire admission process. Admission-related information is communicated through proper channels and also wide advertising. Online admission process is in place and the same is based on merit-cum-reservation policy. The instructions and regulations of the parent University are followed in respect of admissions. The admission process is online based on merit-cum-reservation policy controlled by the University of Mumbai. However when the number of students falls short of sanctioned number of students, 'first-come-first-serve' practice is followed. About 54.96% of the total enrolled students are women students. More than 90 percent of students are from marginal farmers, economically backward and socially downtrodden sections of this hilly and backward area.

There are 09 teachers, 01 librarian working under grant-in-aid basis; five of them have completed Ph. D in their respective subjects; four of the remaining teachers are pursuing Ph. D. Self-finance course (M. Com) is managed by both regular staff of the college and also staff outsourced on temporary basis. Moreover, the teachers appointed on Clock Hour Basis (CHB) are teaching some of the subjects of B.A and B. Com programmes. There is one post vacant in the subject of English sanctioned by the Government but not filled by the college as there is moratorium on the appointment of teachers by the colleges. Once this moratorium is lifted, process for appointment of the assistant professor in English will be initiated. With the introduction of semester system, in place of annual system, efforts have been made to make the entire teaching- learning-evaluation process student-oriented and transparent.

The college administration constantly encourages the faculty members to participate in all the faculty development programmes like orientation programmes, refresher courses, workshops, seminars etc. to enable them to update their knowledge base. This will enable the concerned teachers to carry the benefit of the updated knowledge up to students.

Research, Innovations and Extension

The UGC committee emphatically instructs the faculty members to engage in research-oriented activities. Resultantly, 68 research articles have been published in different research journals. Moreover, faculty members have attended 40 seminars, conferences, workshops etc. In addition to this, faculty members have published books.

Teachers offer honorary consultancy services to GOs & NGOs. Activities of NSS unit in specific focused on specific areas. The NSS unit of the college adopts a village and conducts several activities in that adopted village. These activities include holding of special camp of NSS, health and hygiene-related activities and also awareness against plastic use. Moreover, the college has also hosted district level NSS camps. It is hoped that, participation of students in the NSS activities not only develops leadership qualities among the students but also inculcates need of maintaining societal links. Moreover, NSS volunteers are sent to participate in leadership development camps and other activities when called for elsewhere. NSS activities of the college, research activities being done, have relevance to the local society; patriotic and nationalistic values. From the date of second cycle of accreditation to-date, the NSS unit of the College has conducted seven regular Annual Residential camps and two District Level Residential camps.

The College has initiated and is following several innovative practices in different aspects of its day-to-day working. The College has initiated What's App groups of the College students for effective and quick dissemination of information. In addition to this, the College follows more interactive teaching methods in addition to chalk-and-talk method.

Infrastructure and Learning Resources

The college has been shifted to the new buildings which is adjacent to Chiplun-Guhagar State highway with effect from 27th November, 2019. The campus area admeasures 3 acres and has the built up area of 13,000 square feet. The campus is located in the green valley of Sahyadri range of Western Ghats. The College building, in all, has 12 rooms. Necessary amenities have been provided and efforts are being made to provide other facilities in the newly constructed building. The Patpanhale Education Society is proposing to construct the first floor of the building.

The college has an updated and spacious library, which has a collection of 10,796 well-shelved books (as of 16-03-2020) and other library materials of different types. The institution has 12 computers, one projector, and broadband Internet connectivity with campus Wi-Fi. All the library materials are properly shelved and displayed so as to make them visible to intended users. Recently, the library has been computerised by installing the SOUL 2.0 library software. Plans are on to further enrich the library by adding additional books, journals, and by installing online access software.

The college has a dynamic website. The website of the college is updated frequently by uploading required and relevant information.

The institution initiates the work of maintenance of different infrastructure facilities as and when the need arises. Annual Maintenance Contract (AMC) is reached for maintenance of computers and other electronic gadgets. Maintenance of electrical equipment is done by Shri. P. S. Chavan, the library attendant of our College. The up gradation of library accommodation, collection of books, journals classification, cataloguing, computerisation (OPAC) has been added during post accreditation period.

Student Support and Progression

Academic and non-academic performance of the students has improved. Students are encouraged and fully supported to participate in cultural, sports and other activities conducted elsewhere. Nearly 200 students are enrolled as volunteers in the NSS unit of the college. Common activities being conducted by the NSS unit of the college include- cleanliness activities, street plays, campus cleaning, leadership camps, plantation, etc.

Among the various schemes of student support include prompt disbursement of various scholarships, student council, student welfare unit, grievance redressal cell for effective and timely removal of students' complaints and grievances (if any).

Government sponsored scholarships & free-ship, and other scholarships & free-ship are made available to the students in a transparent way. Moreover, financial assistance is made available to the needy students from the 'Students Aid Fund' of the college. In addition to this, every year, two students are given work in the college library under 'Earn and Learn' scheme and these students are given either remission of their fees or cash assistance in return for their services.

As has been stated earlier, the College is run by Patpanhale Education Society which is headed by Shri. Bhalachandra R. Chavan, the dynamic and ever-inspiring President.

The college is functioning effectively under the dynamic leadership and encouragement of Prin. Dr. R. G. Jadhav and he has been acknowledged as such by the previous NAAC peer team which visited to this college in 2012.

Governance, Leadership and Management

The institution has a vision, mission & objective document. We have an effective leadership, involving the main stakeholders, namely management and senior faculty. The College has formed Local Management Committee (LMC) as per the provisions made under Section 85 of Maharashtra Universities Act, 1994. It was renamed as College Development Committee (CDC) under the provisions made in the Maharashtra Public Universities Act, 2016 under Section 97(1) for planning, decision making, their implementation and smooth functioning of the College. College Development Committee (CDC) is monitoring the administration of the college, under the supervision of Society and Governing Body, Different cells and associations etc. are formed to undertake different activities of the college. These cells and associations etc. are headed by faculty members and also student representations. All activities of the college are placed before the CDC, Governing Body. Approval of the College Development Committee (CDC) and Governing Body is taken for the activities to be done and review of the activities done.

UGC and State Government merit & reservation norms are followed in recruitment of faculty for aided posts. The institution, after coming under 12(B) of UGC in 2008, has been able to mobilize resources from UGC under General Development Schemes. We conduct a financial audit from certified Chartered Accountant. Moreover, the relevant Government officials for grant-in-grants also do audit. The institution and also the Management follow *laissez faire* policy in day-to-day working of the faculty members. The University conducts Academic Audit of the College.

Management gives full freedom to the academic community to carry-out their work; no interferences are occurred in day-to-day academic decisions. We work under the able leadership of Hon. Shri Bhalachandra

Raghunath Chavan, Ex-Deputy Commissioner, Regional Transport, Government of Maharashtra, to reach the goals towards excellence in higher education.

Institutional Values and Best Practices

As per the instructions of the NAAC, IQAC has been constituted and it is functioning as per norms. It involves all the concerned stakeholders in its functioning. It takes in planning, monitoring, evaluation of different activities of the college. The IQAC convenes the meetings periodically to plan the activities and also to overview the activities done and to be done. In addition to this, the IQAC puts forward suggestive measures when called for. The IQAC monitors each and every activity to make them student-oriented and result-oriented. Programs to empower the students, particularly the women through Women Development Cell have been initiated. There is a congenial and friendly atmosphere in the college campus. The fact that not a single incident of student unrest and women's molestation has happened in the brief history of the college, is the proof for the prevalence of congenial atmosphere in the college campus. The institution is extremely sensitive to gender related issues, communal harmony and also Nationalism, Patriotic & environment consciousness. It conducts financial audit by an independent auditor and also by relevant Government auditor.

"A Thought for Today" has been in practice in the college since many years. Every day, designated faculties of the institution write good thoughts on the board which is kept at a place distinctively visible to all, particularly the students, in the college. Such thoughts are religious, philosophical and sometimes general in nature. The thoughts are written both in English and Marathi languages. Everyday students read the thoughts particularly in off periods, intervals or even after completion of lecture hours. Usually, highly inspirational and thought-provoking matters are written. Daily it has been seen that students standing in front of the board for reading the 'A Thought for Today'. This practice is aimed at properly shaping the future of the students by instilling inspirational and value-based ideas among them. In this way, efforts are made by the college to encourage the students to imbibe cultural and moral values which will go a long in personality development of the students.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	PATPANHALE EDUCATION SOCIETY'S PATPANHALE ARTS, COMMERCE AND SCIENCE COLLEGE
Address	A/p - Patpanhale, Tal - Guhagar, Dist - Ratnagiri 415 724
City	Patpanhale
State	Maharashtra
Pin	415724
Website	www.patpanhalecollege.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Raosaheb Gyanobarao Jadhav	02359-244528	9637889837	02359-23592 44528	scp523@yahoo.in
IQAC / CIQA coordinator	Krishnaji Ramappa Shindhe	02359-244523	9421186417	02359-23592 44523	kittushindhe@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid and Self Financing

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

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details				
Date of establishment of the college		27-07-1992		
University to which the college is affiliated/ or which governs the college (if it is a constituent college)				
State	University name	Document		
Maharashtra	University of Mumbai	View Document		
Details of UGC recognition				
Under Section	Date	View Document		
2f of UGC	05-08-2015	View Document		
12B of UGC	05-08-2015	View Document		
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

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

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	A/p - Patpanhale, Tal - Guhagar, Dist - Ratnagiri 415 724	Rural	3	1207.739

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom, Commerce And Allied Courses	36	HSC	English + Marathi	360	328
UG	BA, Political Science And History	36	HSC	English + Marathi	360	247
UG	BA, Political Science And Marathi	36	HSC	English + Marathi	360	273
UG	BA, Marathi And History	36	HSC	English + Marathi	360	274
UG	BA, Marathi And Economics	36	HSC	English + Marathi	360	225
UG	BA, Marathi And Rural Development	36	HSC	English + Marathi	360	226
UG	BA, Economics And Rural Development	36	HSC	English + Marathi	360	151
PG	MCom, Business Management	24	B.Com	English + Marathi	120	16

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				1				8			
Recruited	1	0	0	1	1	0	0	1	7	0	0	7
Yet to Recruit	0				0				1			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				9
Recruited	8	1	0	9
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	1	0	0	3	0	0	5
M.Phil.	1	0	0	0	0	0	2	0	0	3
PG	1	0	0	1	0	0	7	0	0	9

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
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

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
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	2	3	0	5

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	2	3	0	5

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	239	0	0	0	239
	Female	288	0	0	0	288
	Others	0	0	0	0	0
PG	Male	6	0	0	0	6
	Female	10	0	0	0	10
	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	26	39	38	33
	Female	28	37	45	39
	Others	0	0	0	0
ST	Male	1	2	1	1
	Female	0	1	2	2
	Others	0	0	0	0
OBC	Male	142	189	197	161
	Female	139	144	148	146
	Others	0	0	0	0
General	Male	47	58	40	39
	Female	45	54	60	53
	Others	0	0	0	0
Others	Male	16	25	27	23
	Female	20	21	21	22
	Others	0	0	0	0
Total		464	570	579	519

Extended Profile

1 Program

1.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
126	126	126	126	126
File Description		Document		
Institutional data prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
8	8	8	8	8

2 Students

2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
542	519	579	570	464
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
299	287	319	313	256

File Description	Document
Institutional data in prescribed format	View Document

2.3

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

2019-20	2018-19	2017-18	2016-17	2015-16
158	147	163	149	113
File Description	Document			
Institutional data in prescribed format	View Document			

3 Teachers

3.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
9	9	9	9	9
File Description	Document			
Institutional data in prescribed format	View Document			

3.2

Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
10	10	10	10	10
File Description	Document			
Institutional data in prescribed format	View Document			

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 8

4.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
23.83	21.22	27.75	24.10	16.67

4.3

Number of Computers

Response: 15

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:

To ensure effective curriculum delivery, the College devises and adheres to the following practices.

1. **Perspective Plan:** Long-term plans are prepared by the College keeping in mind the long-term objectives to be achieved by it. It pays due attention towards the long-term goals to be achieved, resources available and the possible changes likely to take place in the future.
2. **Action Plan:** An Action plan envisions activities to be undertaken in short term and are prepared in light of the perspective plan. This action plan is prepared and documented promptly by the College. Such a plan enables the institution to devise and implement its day-to-day activities.
3. **Academic Calendar:** This calendar is prepared at the beginning of every year. This is aimed to streamline the day-to-day activities of the institution and also to avoid lapses and undue deviations. All the academic activities, throughout the year are undertaken keeping in mind the academic calendar. Thus the academic calendar provides direction to all the activities of the institution.
4. **Academic Schedule (Time-table) :** We prepare every year academic schedule or Time-table allotting class-wise, subject-wise, workloads of the Teachers. The college displays it at the beginning of the academic year for information of the stakeholders. It is responsibility of the Principal to supervise the Time-table and functioning of the teachers. If a teacher is on leave, alternate provision is made for work to be done for the students. Thus the Time-table is a weekly statement of workload to be done by the teachers for the student of the college.
5. **Academic Diaries (Work Diaries):** All the faculty members in the institution maintain Academic Diaries. It records of planning, implementation and an undertaking with regard to completion of syllabi of all the subjects by the teachers and along with it, it records all other activities undertaken by them. The diary includes Personal Information of teachers, Individual Timetable, Annual Teaching plan, Text and References used, Professional Developmental Activities, Extension Activities, Cells and Association related activities, Examination related works, Contribution to corporate and social life, Awards, Fellowship, Grants, Counseling of Students and Leave Record
6. **Cells and Associations:** The establishment of Cells and Associations is based on the basic concept of decentralisation and participative management. A number of cells and associations have been established in the College, for undertaking specific activities. Usually, the faculty member heads each cell or association. In addition to this, few other faculty members and student representatives are also included therein. These cells and associations hold periodical meetings to take stock of the activities done and to plan the activities to be undertaken in future.
7. **Completion Report:** At the end of every academic year, each faculty member gives completion report with regard to the activities undertaken by him or her throughout the year. This is done to ensure that the academic and other plans duly adhere to the work done by the teachers.

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

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

Response:

As has been stated earlier, the College prepares and implements a comprehensive academic calendar for undertaking and completion of academic and related activities of the College throughout the year.

The institution has adopted a novel concept of “32 tips/ Techniques” for planning and streamlining the assessment of performance of students periodically. These 32 tips include library visit, survey works, projects, case studies, general knowledge tests, monthly tests, pre-examinations, seminars, tutorials, home assignment, presentations, group discussion, classroom assignments, off-period assignments, practical works, wall magazines, poster making, elocution, story writing, multiple choice questions solution, book reviews, story narration in English, manuscripts, self-study related to academic matters, research reading, preparing notes, preparing schedules, diagrams, solving statistical and mathematical problems in accountancy, model making, interactive sessions and off-period works etc. Therein, we have also prepared a calendar for Continuous Internal Evaluation (CIE). Some of its contents include- library visits, survey works, projects, case studies, general knowledge tests, monthly tests, pre-examinations, seminars, tutorials, home assignments, presentations, group discussions etc.

This concept is a comprehensive and all-pervasive and is specially designed to assess the students in academic and related matters. Though all these tools are not employable, of late many of them have been used by the institution. Though it is not possible to implement all the activities mentioned in 32 tips, this technique provides a base of for planning, implementation, evaluation and recording of being undertaken by them. The above novel techniques provide a broad framework for systematically assessing the performance of the students internally.

Implementation of the technique:

1. At the beginning of the academic year, every faculty members prepare a plan of activities to be undertaken for assessment of activities throughout the year.
2. Keeping in mind the above plan, they undertake activities.
3. At the end of the year, they submit the report of the activities undertaken by them.

Faculty members maintain work dairies for planning the individual plans and recording the actual activities undertaken by them. These work diaries become permanent record of performance of each individual faculty member and is also considered to be base for future reference. In addition to above, following activities are also undertaken by the College for the Continuous Internal Evaluation of the students.

1. The institution strictly follows the norms of the University in respect of examination and

evaluation. During the assessment period there was a shift from internal evaluation to entirely external evaluation.

- 2.The Examination Cells of the College prepares and submits time-table of all the examination related activities well in advance for the convenience of the teachers and students.
- 3.Academic plans are prepared by individual teachers for undertaking examination related and evaluation related activities.
- 4.As the college well-chalked plan for its different activities, it seldom faces any difficulties in evaluation-related activities.

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

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

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

Response: C. Any 2 of the above

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

1.2 Academic Flexibility

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

Response: 100

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

Response: 8

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

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

Response: 2

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

2019-20	2018-19	2017-18	2016-17	2015-16
2	0	0	0	0

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

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

Response: 2.25

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

2019-20	2018-19	2017-18	2016-17	2015-16
61	0	0	0	0

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

1.3 Curriculum Enrichment

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

Response:

Courses addressing Gender, Environment and Sustainability, Human Values and Professional Ethics are as under:

The institution addresses to the cross-cutting issues relating to gender, environment and sustainability, human values and professional ethics in to the curriculum in the following manner. All the above aspects are directly or indirectly reflected in the curriculum- in the academic subjects or portions which are taught by the teachers very effectively. In other words, the curriculum designed by the University and taught by the College accommodates all cross-cutting issues stated above. The institution honestly strives to carry the same up to the students. If some of the cross-cutting issues do not find any place in the curriculum, the institution arranges activities to carry the theme of the issues up to the students.

We take the following efforts in the above direction.

1. Professional Ethics:

The courses, or subjects or topics thereof stated below elucidate universally and professionally accepted values and principles of personal, business behaviour, values and guiding principles. These codes of professional ethics, usually formulated by professional bodies, prove to be instrumental in guiding their members to perform their duties effectively.

Following are some of these curricula or portion of professional ethics:

1. Corporate Governance
2. Foundation course
3. Business Environment
4. Financial Management
5. Business Laws
6. Entrepreneurial Management
7. Advertising and Sales Promotion
8. E-business and E-Marketing
9. Business Ethics & Corporate Social Responsibility
10. Organizational Behaviour
11. Marketing Management
12. Business Environment

1. Gender:

The below-mentioned courses/ studies address gender issues and thereby sensitise the attitude of the students. These gender sensitising issues inculcate the principles of equality among the students and

prepare to raise voice against gender bias.

- 1.Foundation course.
- 2.NSS activities.
- 3.Activities undertaken by Women Development Cell.

1.Human Values:

Values denote those factors which are indispensable for living a dignified life. Human values are those values which aid us in living harmoniously in the civilised world. The below mentioned subjects/ courses/ topics explain the importance of human values.

- 1.Nutrition and health
- 2.Public health and hygiene
- 3.Common human diseases
- 4.Foundation course
- 5.Principles of Management
- 6.Human Resource Management
- 7.Introduction to effective Communication
- 8.Introduction to Social marketing
- 9.Yoga
10. Value orientation activities are undertaken in the college and in NSS residential camping.

1.Environment and Sustainability:

Some of the courses/ subjects address Environment and Sustainability related issues of contemporary nature. These courses emphatically elucidate not only the ethical but also cross-cultural and historical context of environmental issues and the links between human beings on the one hand and natural systems on the other. This enables the students to learn about the eco-system and other environmental factors. The following courses/subjects are concerned with this manner.

- 1.Community Health and Mental Health
- 2.Biodiversity
- 3.Environmental Studies
- 4.Biodiversity and its conservation
- 5.Ecosystem
- 6.Demographic Studies

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

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

Response: 2.86

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

2019-20	2018-19	2017-18	2016-17	2015-16
4	4	4	3	3

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	View Document
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View Document

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

Response: 83.21

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

Response: 451

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

1.4 Feedback System

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

Response: D. Any 1 of the above

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

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

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

Response: D. Feedback collected

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

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 66.58

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

2019-20	2018-19	2017-18	2016-17	2015-16
543	519	579	570	464

2.1.1.2 Number of sanctioned seats year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
840	840	840	780	720

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

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

Response: 73.37

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

2019-20	2018-19	2017-18	2016-17	2015-16
222	215	236	231	179

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

2.2 Catering to Student Diversity

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

Response:

1. After completion of admission process lists of slow and advanced learners are prepared on the basis of performance of students in the previous examinations and also on the basis of teachers' assessment of individual students.
2. After admission work, and after commencement of regular lectures, due and extra attention is paid to the students on the basis of their learning abilities.
3. Extra lectures are arranged by the teachers to cater to the needs of slow as well as advanced learners. Extra lecture hours are used especially as interactive lecture hours.
4. Special attention is paid to the needs of advanced learners during regular and extra lectures and also during interactive sessions. Available audio-visual media are used for this purpose.
5. Considering imperfections in English of the students, the College organised workshops and Certificate course in English language. It is an initiative designed to address the need of students to acquire communicative competence- help to develop slow and advanced learners. In other words, these efforts of the College provided the students language skill, eliminate fear about English and boost confidence among the students.
6. For the Accountancy subjects of the commerce students, special practical sessions are organised for the benefit of the students.
7. Below mentioned strategies are employed for improving the performance of the slow learners:
 - Repetition of a topic and its revision up till the slow learners are satisfied.
 - Encouraging students to participate in classroom interactions.
 - Personal guidance (keeping in mind the individual learning levels) and periodical class tests.
 - Delivering a resume of the lecture at the end of each and every lecture.
 - Using the available teaching and other aids.
 - Holding practical demonstration, conducting industrial tours, field trips and field studies.
 - Simple and easily understandable notes are prepared and distributed among the students so as to cater to the needs of both categories of students.
 - The college library has arranged the books department-wise and subject-wise so as to enable the students access the books and avail them to cater to their needs.
 - In the classroom, advanced learners are given the task of delivering the lectures. This measure, it is believed, will benefit not only advanced learners but also slow learners.
1. The College has also designed various activities for the advanced learners such as solution of University question papers in the classroom, additional assignments, tutorials, question bank etc.
2. A number of students, slow and advanced, are issued library privilege cards allowing them additional access to library resources.
3. The College practices presentations of the students in classroom to eliminate their fear to speak which enabled them to acquire more knowledge by them.
4. The students are also given an opportunity to publish in annual publications- Kalpataru and Parijat (Wall paper)
5. Advanced learners are given opportunities to lead in N. S. S. camping.

6. Advanced students are motivated for the study of competitive examinations.

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

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

Response: 54:1

File Description	Document
Any additional information	View Document

2.3 Teaching- Learning Process

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

Response:

The teachers, while teaching, use experimental learning, participative learning, and problem solving methodologies to enhance learning experiences of the students. In this connection, following efforts are made by the teachers.

1. Keeping in mind the availability of financial resources, the college has been trying to provide a number of teaching and learning facilities for the benefit of the students and the staff which include energy-efficient class rooms, well-stocked library, sports facilities etc.
2. To make entire learning process more student-oriented, and innovative, some initiatives have been taken. These include- educational/ industrial tours to industrial units and historical places for creating and building the confidence of the students, etc. In addition to this, some other measures like project works, participatory learning, seminars, departmental wall magazines, participation in different competitions, arranging reading of students on current subject knowledge, participation in essay and elocution competitions, teaching for English speaking, classroom discussions, students presentations, group discussions, arranging writing skills, communications, home assignments, completion of work in off periods etc. have also been implemented.
3. To the extent possible and available, the college uses e-tools like LCD projectors, laptops, you tube, video clips, short films, documentaries, internet to make the entire teaching-learning process more effective and innovative.
4. The Principal takes stock of the use of ICT tools by the staff for the teaching-learning process and issues proper instructions to the teachers in this regard.
5. The curiosity and interest of the students is increasing and they are getting first-hand knowledge of handling such electronic equipment and are also convinced of their importance in their day-to-day life.

6. Preparatory examinations, unit tests are conducted as per the pre-set timetable or at the convenience of the individual teachers. Students attend regular and extra lectures of different classes. Regular interactions are held with the students. All these measures help the College in monitoring the progress of the students.
7. Students are given the freedom of choosing the books they want in the College library. Moreover, they are asked to contribute for the departmental and other wall-papers periodically displayed in the College. All these measures, definitely help to enhance the independent learning and enthusiasm of the students.
8. While designing the time-table of the College, the needs and difficulties of the students (like location of the students, availability of the buses after completion of teaching hours etc.) are taken in to account.
9. Academic time-table of the college is displayed in the notice board of the college. Any changes in the time-table are immediately brought to the notice of the students.
10. In addition to the regular courses, the College also conducts other courses through Lifelong Learning and Extension.
11. Various extension activities are organised to inculcate social philosophy, moral values, social awareness among the students.
12. Field works in some subjects are arranged to verify book knowledge with reality.

Teachers are encouraged to participate in Orientation programmes, refresher courses and other faculty development programmes to update their knowledge basis.

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

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

Response:

The College has two laptops and one projector. These ICT-enabled tools are used in teaching-learning purposes whenever necessary.

Though the ICT-enabled teaching is in still in budding stage in the college, such methods are used by the teachers, as and when the needs are felt.

Computers are used, as learning tools, for teaching-learning process, particularly after completion of regular lecture hours and/ or during off periods particularly as a part of interactive sessions with the students.

The use of ICT enabled tools for effective teaching-learning in the College has got momentum now-a-days. Common ICT enabled tools and methods being used in the College for effective teaching-learning process are- YouTube, Google Classrooms, WhatsApp, telephonic/ mobile conversation etc. The inbuilt conveniences have made these teaching methods very popular not only for teachers but also among the

teachers.

Under the above teaching methods, lectures are prepared by the different teachers of the College relating their subjects. The video links of such prerecorded lectures are uploaded on the WhatsApp Groups and also links are sent on the Google classrooms created separately for different subjects. Students download these videos of the lectures and use for the study purposes and watch them as many times as they need.

In addition to this, teachers also post notes of their subjects and post them on WhatsApp groups and also to Google classrooms. Students download these notes and get them printed/ photocopied according to their convenience.

As a backup to the above ICT-enabled teaching methods, there are constant interactions between the students and the concerned teachers with regard to teaching-learning activities either through telephonic means or through different social media.

Though such ICT-enabled teaching methods are still in infancy stages, their inbuilt conveniences and advantages have been making these methods very interesting both for teachers and students. Teachers can record and upload video-lectures according to their convenience and students can download these video-lectures at their convenience and watch them as many times as they want. Such teaching methods have got momentum and achieved popularity now-a-days, particularly during lockdown period (because of COVID 19 pandemic), as these were the only teaching methods available for accessing the students.

The only hurdle being faced in use of ICT based tools and teaching methods is the problem of poor network in these areas. Most of the students (approximately 90%) students of the College belong to remote-cum-rural areas and they face acute hurdles in accessing WhatsApp messages, videos and other study materials posted on YouTube and Google Classroom apps.

Concerned teachers maintain proper records relating to online teaching activities carried on by them.

Considering the overwhelming interest evinced by both teachers and students of the College, the College administration and the parent society of the College are seriously considering to make all out efforts to make available all the facilities and tools for encouraging the ICT enabled teaching-learning process.

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

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

Response: 68:1	
2.3.3.1 Number of mentors	
Response: 8	
File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years	
Response: 90	
File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

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

Response: 33.33

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

2019-20	2018-19	2017-18	2016-17	2015-16
5	4	2	2	2

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

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

Response: 18.67

2.4.3.1 Total experience of full-time teachers

Response: 168

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

2.5 Evaluation Process and Reforms

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

Response:

There is little scope for radical changes to be done by the College as the entire evaluation is to be done as per the norms of the University of Mumbai. In spite of being so, the College has tried its level best to bring reforms in the evaluation system whenever there is a scope for it. Keeping in mind the norms of the University, the evaluation of internal examinations are carried out.

- 1.The institution is always experimenting with different modes and using modern means.
- 2.As per the University of Mumbai norms, the internal examinations are conducted as per the timetable set by the College and after evaluation of answer papers, such marks are sent to the University (As applicable for certain years and classes). Schedule of such internal examinations are prepared well in advance.
- 3.Being within the framework of norms of the University, the institution applies novel practices for bringing about reformation in the evaluation system.
- 4.For the internal evaluation of the students, the College has developed 32 Tips/ Techniques. The college has taken care of needs and requirements for enhancements of students while developing these tips and techniques. Some techniques are practice oriented. To maintain the records a separate internal evaluation Committee is formed. This committee has to device the schedule of the internal evaluation, assignment

1. This technique has 32 different techniques for the evaluation of the performance of the students. Some of these include- library visits, conducting survey works, projects, case studies, general knowledge tests etc. In addition it also includes monthly tests, pre-examinations, seminars, tutorials, presentations, group discussions, preparing wall magazines etc.
2. Every teacher prepares the plan under this system for different activities to be conducted throughout the year/ semester. Record of activities done is kept by the teachers. The process of evaluation includes, setting of question papers, conduct of tests, maintenance of attendance of the students, assessment of papers, performance measurement by assigning marks, maintaining mark sheets by the teachers classroom discussions with the students by the concerned teachers.
3. Though conducting all the activities is not possible under this method due to paucity of time, teachers conduct most of the activities for the assessment of the performance of the students.
4. At the end of the year/ semester, all teachers submit descriptive information about activities conducted under this practice.

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

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

Response:

As far as the conduct of the 32 tips in the College, complete transparency, timeboundness and efficiency is maintained by preparing the proper planning of their conducting, supervision, assessment performance evaluation of the students, classroom discussions to resolve the difficulties of the students and maintain proper records of activities conducted etc.

1. As per the norms of the University, a committee is formed in the College to look in to examination related grievances of the College students. It also deals with the examination-related grievances. The committee is headed by the Principal with a few senior faculty members for transparent, time-bound and efficient working.
2. The committee consists of Five members and looks in to all the grievances of the students relating to the examination, evaluation etc.
3. Soon after declaration of the examination results, an opportunity is given to the students for registering their grievances (if any) within a specific time limit. Moreover, this matter is circulated in the class rooms to give wide publicity. Internal examination related grievances are handled by the Examination Committee.
4. Such grievances, if received from the students, are resolved at the earliest, preferably within 15 days. The same criteria applies in response of examination conducted by the college.
5. So far, no internal examination-related grievances are received from the students.
6. If there are any grievances from the students, relating to University examination, the College works as a coordinator between the concerned students and the students concerned so as to sort out the problem at the earliest. The forms are authenticated and forwarded by the college to the University

Examination Cell.

- 7.If student desires revaluation of the answer sheet, then he/she needs to apply by filling the online form on the University website within ten days from the declaration of results. The same criteria applies in response of examination conducted by the college.
- 8.The College examination committee coordinates at its best if there are any problems with regard to issuance of hall tickets by the University.
- 9.In case of any meetings related to examination activities, student representatives are also invited so as to make it more transparent.
- 10.As per the University norms, the students have rights to apply for photocopies of their answer scripts and have the right to get the same.
- 11.The Students Grievance Redressal Committee tries to resolve all the grievances received from the students relating to internal evaluation, College examination or any other grievances relating thereto.
- 12.The committee is transparent and inclusive in its working, punctual in disposal of grievances, student-oriented.

The committee sees that all the grievances received from the students are resolved during prescribed time limit and no undue delay is caused.

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

2.6 Student Performance and Learning Outcomes

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

Response:

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

- 1.The College has clearly displayed programme /course with separate menu 'Program / Course outcomes'. The faculties are made aware about the program / course outcome in staff meeting of the College through IQAC. Moreover, respective Boards of Studies, Mumbai University organizes syllabus workshop wherein program and course outcomes are discussed which are communicated amongst the students in introductory lecturers.
- 2.The College emphasizes on enriching the knowledge of the students, their ability to gather, review, evaluate & interpret the information, develop the analytical skill of the students. College makes aware of the major field within the subject. Improvement in problem solving ability applicable in the area of employment or self-employment is monitored. The vision of the institution is to Enlightenment through Education.
- 3.The outcomes of different programmes are communicated to students through appropriate mode of

communication include prospectus, notices, WhatsApp etc.

4. Required basic infrastructure facilities are made available to the students for completion of the programmes, courses etc.
5. As a result of holding different indoor and outdoor activities and programmes, the institution tries to mould the students as responsible citizens.
6. Every year, after the commencement of teaching work by every teacher, the syllabus with its outcomes is discussed thoroughly well in the classes.

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

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

Response:

1. Programme and course outcomes are evaluated in staff meetings conducted by the principal. Discussions are held on improvements of outcomes. The College keeps such outcomes before the meetings of College Development Committee (CDC) and Governing Body (GB) of the Management for discussion. The Principal before the staff meetings for future improvement regularly keeps instructions or recommendations on outcomes.
2. Programme and course outcomes are indicated by the academic result and placement data of the students of the college.
3. After declaration of examination results of students, they are discussed with all the faculty members in the staff meeting by the IQAC. In this meeting, the success rate is calculated. This success rate is considered as programme outcome.
4. The aforesaid analysis, it is believed, will also be helpful in further improving the entire process of teaching-learning process.
5. In addition to this, placement of the students on their in different jobs is also considered as the tool for evaluating the programme / course outcomes.
6. The college has the following mechanism to analyse programme and course outcome.
 1. The teachers as and when such results are declared do subject-wise and faculty-wise analyses of the results. Such data are used for understanding the weaknesses of the students and teachers in their academic performance. Teachers submit the results to the Principal Afterwards, by collecting the results of all the teachers, the Principal conducts the meeting with teachers to make discussions on outcomes and to find out the measures for improvement.
 2. After the aforesaid analysis and interpretation, academically slow learners and advanced learners are identified. Such students are counselled accordingly for further improving their performance. This practice, it is believed, will make the entire academic atmosphere student-centric and after analysis and interpretation, counselling the students for improvement. This practice will help to make the student centric and learner oriented education, for the weak learner's arrangement of extra classes and for advance learners, curricular based updated information is provided referring

current research work.

If the attainment of the outcomes is below the average, the Principal gives instructions to the concerned teachers to improve their performance. Also the Principal asks the concerned teachers to prepare the schedule of measures to be implemented by them for the improvement of outcomes.

The College also evaluates POs Cos & PSOs on the bases of following factors:

- Quality and extent of writing of students for “Parijat”, the wall magazine.
- Quality and extent of writing of students for “Kalpataru”, the College magazine.
- Contribution of students in specially designated cultural competitions/ programmes.
- Extent of students’ participation in programmes like elocution, debate competition, essay writing, story writing etc.
- Participation of students in presentation, group discussion etc. in the classrooms.
- Extent of involvement and manifestation of interest by the students in the interaction with the teachers on curricular, co-curricular, extra-curricular and general matters.
- During the NSS camps and other and programmes, students’ involvement is observed to evaluate the extent of their sensitivity and sensibility.

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

2.6.3 Average pass percentage of Students during last five years

Response: 70.6

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

2019-20	2018-19	2017-18	2016-17	2015-16
93	87	158	89	108

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

2019-20	2018-19	2017-18	2016-17	2015-16
161	148	189	149	116

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

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process	
Response: 3.38	
File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document
Upload any additional information	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description

Document

List of endowments / projects with details of grants

[View Document](#)

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

[View Document](#)

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

Response: 0

3.1.2.1 Number of teachers recognized as research guides

File Description

Document

Institutional data in prescribed format

[View Document](#)

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

3.1.3.2 Number of departments offering academic programmes

2019-20	2018-19	2017-18	2016-17	2015-16
3	3	3	3	2

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

3.2 Innovation Ecosystem

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

Response:

Paras Bag (Backyard Garden): A scheme of 'Paras Bag' or backyard garden cultivation has been initiated by the college. Under this scheme, students have been given the idea of cultivation of vegetables and other crops in the backyard of their houses. They have been thorough idea with regard to cultivation of crops. In this regard, there is the practice of awarding 1st, 2nd and 3rd prizes for the best Paras Bags being maintained by the students. This novel project has gone a long way in sensitizing the students on environment related issues.

File Description	Document
Upload any additional information	View Document

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

Response: 1

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

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	0	0	0

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

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years	
Response: 2.5	
3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years	
Response: 5	
3.3.1.2 Number of teachers recognized as guides during the last five years	
Response: 2	
File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
Any additional information	View Document

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

Response: 0.78

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	7	0	0	0

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

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

Response: 1.44

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	3	6	4

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

3.4 Extension Activities

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

Response:

Extension activities are basically carried out by the N. S. S. Unit of the College. Students as well as teachers together participate in various activities carried out in the college. These activities include health check-up camp, blood donation camp, haemoglobin testing camp, college campus cleaning, cleaning of the main road in the market place, different activities conducted under NSS unit of the College. Moreover, a number of other activities are also carried out by inviting outside resource persons so as to sensitize the students on social issues for their holistic development. In the seven days' residential camping of N. S. S., in the neighbourhood community for the upliftment and overall development of the students, usually following activities are carried out:

- Orientation of NSS volunteers.
- Programme of Forest Conservation and Plantation.
- Disaster Management - Participation in MOC Drill
- Rally Against Deforestation
- Life Long Learning, Extension and Training
- Programme organization where guests are called to inspire students
- Construction of Bandharas (Mini Dams)
- Books Distribution to Needy students
- Programme on Dowry System in India
- Programme on Need of Bio-Diversity.
- Programme on Sustainable Development

- Programme on Global Warming

1. In addition to the above, some of the NSS volunteer-representatives are sent to leadership camps and programmes for orienting themselves with the novel social issues. Such student representatives share such ideas with other fellow classmates. The College promotes neighbourhood network in the following ways:

- The College arranges rallies, street plays and other activities on certain socially sensitive issues like “Save the Girl Child”, “Women’s Education”, “Problems of Senior Citizens”, etc. In the NSS camp areas the college has sensitized the students and villagers for a number of socially sensitive issues like road safety measures, environmental pollution, harmful effects of use of plastic, AIDS awareness etc.
- The College students staged street plays, in association with Police Station, Guhagar, on road safety and other measures.
- As a part of NSS activities, the NSS volunteers of the College constructed several ‘Bandharas’ (water bunds) in the adopted villages and the NSS camp villages. This measure has not only oriented the students on water conservation and water harvesting but helped villagers by increasing the water levels in their neighbourhood.
- The NSS volunteers of the college carried out awareness against use of plastic bags. They prepared a number of handbags, carry bags from biodegradable materials, and distributed among the villagers of adopted villages.
- **Paras Bag (Backyard Garden):** A scheme of ‘Paras Bag’ or backyard garden cultivation has been initiated by the college. Under this scheme, students have been given the idea of cultivation of vegetables and other crops in the backyard of their houses. They have been thorough idea with regard to cultivation of crops. In this regard, there is the practice of awarding 1st, 2nd and 3rd prizes for the best Paras Bags being maintained by the students. This novel project has gone a long way in sensitizing the students on environment related issues.

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

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

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

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

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

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

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

3.5 Collaboration

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
e-copies of related Document	View Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	View Document
Any additional information	View Document

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

Response: 1

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	1	0	0	0

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document
Any additional information	View Document

NAAC

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

The College has been shifted to a newly constructed premise with effect from 27th November, 2019. Though the college is in the process of generating the funds and providing different infrastructural facilities, it has already provided a lot of them for the proper functioning of the College.

1. Board Room with the space for Tea Club :

This room is used specially for holding governing body meetings and for carrying on other administrative activities.

2. Principals Cabin :

The Principal's Cabin, which is adjacent to administrative unit, boardroom, and DEPDS room, admeasures 18.00 square meters. It is well ventilated and energy-efficient.

3. Administrative Unit :

The administrative unit of the College admeasures 42.75 square meters and hence spacious enough to carry on required administrative functions of the College.

4. DEPDS Room :

The College has separate DEPDS room. All examination related activities- downloading and of question papers, record keeping etc. are done in this room. This room admeasures 6.00 square meters.

5. Library :

The College has a spacious, well-furnished and well-ventilated library. It admeasures 13.00 x 9.50 meters-. It has been compartmentalized in to separate reading rooms for staff and the students, librarian's office, stacking compartment, etc. It has a total collection of 10,844 books. These include- textbooks, reference books etc. The college subscribes to 10 newspapers, 16 journals and 14 magazines.

6. Classrooms:

The college has, in all, 08 spacious, well-ventilated, properly equipped classrooms. Four of them admeasure 9.50 x 9.50 meters each whereas remaining, 4 of them admeasure 9.50 x 4.75 meters each. The classrooms are energy efficient, well-ventilated and spacious.

7. Staff Room :

Staff room is admeasures 1.50 square meters. It is well-ventilated and energy efficient. It is spacious enough to accommodate the staff members for doing their activities during College hours.

8. IQAC/Commerce Lab :

The room admeasures 7.50 square meters. All the records of the IQAC are kept in the room. Arrangements of all the required gadgets have been made in this room.

9. Arts Lab :

The Arts lab is small in size, it suffices the needs of the Arts faculty for carrying on the required activities.

10. Cubicles :

The College has separate four cubicles for staff members.

11. Play Ground :

The playground of the College has not yet been developed. A provision of spacious has been provided for this purpose.

12. Parking Place :

The College has open parking lot spacious enough to park any type of vehicles.

13. Water Closet :

In the College, there are five water closets- one each in girls' toilet, boys' toilet, principal's cabin, ladies' toilet and gents' toilets. These closets are daily cleaned and hygienically maintained.

14. CCTV Surveillance Unit :

14 surveillance cameras have been installed in the College premises. This system ensures the safety and security of the Institution's property day and night.

15. Benches, Platforms :

There are 250 Desk & Benches, 8 Platforms and 8 Daises in the college.

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

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

gymnasium, yoga centre etc.

Response:

The College has about 2 acres of spare campus area for use of outdoor games. In fact, this area is under development for the use of different outdoor games. The management of Patpanhale Education Society emphatically gives importance for the all-round development of the students of the College. Whenever, the opportunities arise, the students are trained, awarded and rewarded aptly for participation in the sports and cultural activities.

Indoor Games: For the time being, the College has no separate hall for playing/ practicing indoor games like chess carom etc. Classrooms, (particularly during off lecture times) are used as indoor game rooms.

Outdoor Games: The students of the College play all the required outdoor games in the spacious open ground. Students are given unrestricted permission for playing different games like Cricket, Kabaddi, kho-kho, volleyball, football etc.in the ground. The College has required number of sports materials for playing such games.

College teams are formed and trained rigorously for participation in the intercollegiate and University level sports and cultural competitions held every year. Every year annual sports days are observed for 3-4 days. During that period, students participate in different sports competitions. Ultimately, winner teams are felicitated in the annual social gathering.

Yoga: Annual Yoga Day is practiced in the College every year on 21st June. On this day, a function is held every year to practice different types of Yogas. On this day students are sensitized on the importance of inner confidence, physical fitness, concentration, good health etc. In addition to this, lectures on Yoga are also held to emphasise importance of yoga in everyday life.

Cultural Activities: Students are given freedom to practice different cultural activities in the College. Such students are taken to the venue of the collegiate and University level sports and cultural competitions held every year by a staff member particularly by the in-charge of the Sports Unit of the College.

Every year, the College conducts a cultural programme during annual social gathering. This programme is conducted in the open ground in front of the College, usually during daytime so as to avoid inconveniences to the outstation students. This practice of cultural programme under annual social gathering provides an opportunity for the students to uncover their latent talents. In this programme, students present different performances like dances, mimicry, one act plays, etc. This event is also considered to be one of the opportunities available for the students for their personality development.

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

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

LMS, etc. (Data for the latest completed academic year)

Response: 37.5

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 3

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

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

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

4.2 Library as a Learning Resource

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

Response:

Integrated Library Management System (ILMS) has been installed in the College library for the better management of the library work. The College has subscribed to SOUL 2.0 library software from the INFLIBNET of the UGC. This software is fully compliant with international standards in respect of bibliographic formats and references, networking, circulation protocols etc. The librarian of the College

has completed a special one week's training for proper installation and also management of the said software. This software is found to be extremely useful in location of the right book, at the right time very quickly. It is also extremely useful in up-to-date computerised maintenance of all the library records.

With the help of the aforesaid software, the required library reports can be generated and required information can be obtained very quickly. Different activities of the library include- receiving requisitions from the faculty members, placing orders for the books, receiving the books, accession of the books (in the software and also accession register), stock-taking of the library books, weeding out of the out-dated books, preparation of the bound volumes of the previous volumes of the important periodicals etc.

Circulation: Books are issued to and received from the students and staff in accordance with the library rules. The College has spacious and separate sections as reading rooms for the staff and the students.

OPAC: The books available in the library can be searched on the basis of different criteria like title, author, subject, place of publication, publisher, year of publication, classification, number etc. If at all required, the library assistant/ librarian assist the users in quick location of the required books.

Journals and Periodicals: Different activities being performed by the library with regard to journals and newspapers include- journals and newspapers to be subscribed, preparing pro-forma invoice entry, making detailed entry in the journal register, display of journals, issuing of receipts to vendors/ publishers, displaying and (subsequent) filing of newspaper cuttings, etc. Back issues of important journals like, The University News are hard-bound and shelved in the College library for future reference.

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

4.2.2 The institution has subscription for the following e-resources

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

Response: E. None of the above

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

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

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

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the last completed academic year

Response: 4.17

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

Response: 23

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

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The College has required number of printers, laptops, photocopying machines etc. for its day-to-day working. The College follows appropriate procedure for selection, purchase, setup and maintenance of all computing and networking equipments.

Anti-Virus Installation: Antivirus system has been installed in the College on eight Computers. Computers having no antivirus protection are not allowed for the internet and the pen drive connection. Installation of antivirus system for computers is taken only after deliberations and discussions with all the teaching and administrative staff of the College.

IT infrastructure: IT infrastructure of the College are used by and spread over all the sections of the College like academic departments, library, administrative unit, examination section, etc. Majority of the work of the College is with IT infrastructure. These IT facilities are being continuously upgraded to meet the needs arising out of change in curriculum, change in the working pattern of the office, university examinations etc.

College Website: The College has an active website. This website is updated continuously as per the needs of the College and different agencies. The work of updating the website is given on contract basis to an outside agency.

Internet Connection: (10mbps)

Wi-Fi facility: Wi-Fi facility is available in the College with 10 Mbps. Entire College campus has Wi-Fi facility for the benefit of staff, students and others.

Photocopier Machines	02
Laser Printers:	06
Inkjet Printers:	01
Total PCs:	12
Laptops:	02
OH Projector:	01
LAN Facility:	Yes

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

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

Response: 36:1

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

4.3.3 Bandwidth of internet connection in the Institution

Response: D. 05 MBPS – 10 MBPS

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

4.4 Maintenance of Campus Infrastructure

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

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

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

Response:

The College has constituted a committee for maintenance and utilization of infrastructure and support services. The committee conducts its meeting regularly, takes decisions pertaining to cleaning, maintenance, caring of damages, if any, and explain such things. Service staff has given the responsibility to implement the decisions taken.

The matter of resource allocation and utilization has been discussed by the Principal with the staff by conducting staff meetings. Based on such outcomes and with some additions and deductions, the budgetary statement is prepared by the Principal. The budget involves all components of the College i.e. all of its expenses and requirements. The Principal keeps requirements and financial provisions available before the College Development Committee for its approval. The principle of economy is practiced everywhere viz. on the occasion of pre-purchase, purchase etc.

Physical Facilities:

Under normal circumstances, the physical facilities like classrooms, computers, library etc. are made available to the students who have got admission and are studying in the College. Charges for these facilities are collected at the time of admission of the students by the College as suggested by the statutory body. The classrooms, boards and furniture are used usually for the benefit of students for teaching-learning. In addition to this, these facilities are made available for the use by the government authorities and NGOs for conducting functions, examinations etc. if the request is received from the concerned authorities in this regard, only when such facilities remain unused by the College. The institution has a mechanism for maintenance and upkeep of the infrastructure facilities and equipment of the College.

Library equipment are maintained by library attendant of the College. Furniture and all others are maintained by office staff with the help of skilled technicians like electricians, plumbers, etc. on hire basis.

The maintenance of departmental equipment is done regularly by the concerned heads. The maintenance of equipment like inverter, xerox machine, toilets, pump system, water purifier, CCTV, fire extinguishers etc. is done on hire basis.

Most of the computers have internet connections. All the stakeholders of the College enjoy equal opportunities for access to and use of these facilities. Installation of internet connectivity, repairs and maintenance of computers and other electronic gadgets are given to Mr. Kaushik Kolvankar through an

Annual Maintenance Contract (AMC).

Academic and Support Facilities:

Though the academic support facilities, like library, the sports and the other platforms supporting the overall development of the students like NSS or Competitive examination cell are meant to be used for the benefit of the students. There is unhindered entry for the College library for the College students, Library caution deposit is collected from the students at the time of their admission in to the College. The library budget is decided well in advance by the College at the commencement of each academic year and approval for the same is obtained by the Governing body of the Management and also CDC. In the same meeting, the utilization of funds in the previous year is also discussed.

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

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 22.25

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	4	232	2	325

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	View Document
Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)	View Document

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

Response: 6.36

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

2019-20	2018-19	2017-18	2016-17	2015-16
41	13	52	48	20

File Description	Document
Upload any additional information	View Document
Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)	View Document

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

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

Response: D. 1 of the above

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

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

Response: 4.05

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

2019-20	2018-19	2017-18	2016-17	2015-16
9	0	49	0	47

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

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

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

Response: B. 3 of the above

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

5.2 Student Progression

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

Response: 3.47

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	4	7	6	8

File Description	Document
Upload any additional information	View Document
Self attested list of students placed	View Document
Details of student placement during the last five years (Data Template)	View Document

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

Response: 19.35

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

Response: 30

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

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	1

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

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be

counted as one) during the last five years.

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

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

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

Response:

1. GENERAL:

The institution devises Student's Council every year adhering to the provisions made in the Maharashtra Universities Act, 1994 and the guidelines issued by the affiliating University from time to time. In the year 2019-20, the new Act that is the Maharashtra Public Universities Act, 2016 implemented but no any guideline was issued in the year to form the student's council. So, for the smooth functioning of the College, the College formed student's council carried on its own. Each class representatives are nominated by the principal on the basis of their merit in the previous examinations. 5 ladies' representatives are also nominated. Nominations are made adhering to the nomination policy.

2. THE STUDENT COUNCIL:

• SELECTION PROCEDURE OF STUDENTS ON THE COUNCIL:

Class representatives are selected for each of the class on the basis of highest marks obtained by the students tentatively in the second or third week of first semester of every year. After selection of class representatives, the secretary of the Student's Council of the College is elected and the general body of the students' council is constituted as per the norms of the University of Mumbai. Thus, the secretary of the

Student's Council of the College, will act as the liaison between the College on the one hand and all the students of the College on the other hand.

• **DUTIES AND RESPONSIBILITIES:**

1. The meetings of the students' council of the college periodically.
2. To hold the annual days and related activities of the College smoothly.
3. To prevent ragging or any other untoward incidents in the College.
4. To suggest measures for improving the performances of the College.
5. To bring to the notice any problems being faced by the College students to the College Administration.
6. To help to maintain an innovative, creative and cordial atmosphere among the students.
7. Suggesting the College administration for improving student amenities.

• **MEETINGS:**

The meetings of the students' council are held periodically. In such meetings, the class representatives discuss the problems being faced by the students in general in the day-to-day activities. Grievance, if any, being faced by the college students are discussed and efforts are also made for their solution.

• **ROLE:**

The student council plays an important role in the development of the institution. Meetings of the student council are conducted from time to time. It represents entire student community and has helped to take decisions related to teaching-learning process. Also suggestions of the students for effective teaching and allied practices are taken by the Principal

Students' representatives are involved in academic activities and cells & associations of the institution. Cells and associations of the institution perform to curb non-academic influences detrimental to the maintenance of discipline, standard and excellence of the institution. These bodies play a crucial role in designing activities to be arranged for the benefit of the student community. They also help to maintain the healthy and educational atmosphere of the College, with their prime view.

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

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

Response: 3

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

2019-20	2018-19	2017-18	2016-17	2015-16
7	2	2	4	0

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

5.4 Alumni Engagement

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

Response:

Particulars of Alumni Association of the college are as follows

The College has a registered alumni association. It was established on 16/03/2009. It was registered on 06/10/2009 vide Registration No. Maharashtra 3903. The Association registered 853 alumni.

In this connection, following points are noteworthy:

- 1.The alumni association of the College provides a platform for exchanging ideas among the present students, alumni, faculty members, and other members of the association.
- 2.It gives suggestions for furtherance of excellence of education being provided in the College.
- 3.It strives for collecting funds for carrying its activities.
- 4.It sponsors sports activities to be conducted annually on the occasion of annual social gathering of the College.
- 5.It supports different activities to be conducted in the seven days' Residential camp of NSS unit of the College by extending material support.
- 6.It encourages and assists the students of the Institute in various academic and cultural activities.
- 7.It extends every sort of cooperation and assistance to the Institute in its efforts for the growth and development of education.
- 8.It acts as liaison between the past and present of the College and constantly encourages the present students in respect of their academic, cultural, sports and other creative activities.
- 9.The office-bearers of the alumni association of the College frequently visit the College and hold discussion with the Principal and other faculty members on the activities being carried on in the College and extend their moral support and assure the material and financial support.
- 10.The association is seriously thinking about creation of a corpus for financially assisting the College

in the days to come.

File Description	Document
Upload any additional information	View Document

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

Response: E. <1 Lakhs

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

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

The vision of the institution is to prepare the students for their life as good citizens.

Mission of the institution framed so as to impart higher education in an effective way.

Every activities of the institution are planned and carried on keeping in mind the vision, mission and goals and objectives of the institution. The vision, mission, etc. of the institution are always kept in mind while providing quality education to the rural area students and preparing the students for their life as good citizens. To achieve these vision, mission etc. the institution has set basic objectives and has been constantly striving to achieve these objectives.

The teachers of the College are adequately represented in the decision making bodies of the institution. To achieve these objectives, 40 Cells and Associations are working actively. Different bodies on which teachers represent include the following:

- 1. Governing Body:** The Governing Body is the apex body of the Patpanhale Education Society. It is authorized for planning, strategizing and implementing all the activities relating to all the institutions run by it. All the major activities & aspects relating to the working of Patpanhale Arts, Commerce and Science College are brought to the notice of the Body and its prior approval is taken. At present, the Body is headed by Shri. Bhalachandra Raghunath Chavan and has a representation of 13 other members of different capacities.
- 2. College Development Committee (CDC):** Representation of the teachers on this body is based on the existing rules. The College has formed Local Management Committee (LMC) as per the provisions made under Section 85 of Maharashtra Universities Act, 1994. It has been remained as College Development Committee (CDC) under the provisions made in the Maharashtra Public Universities Act, 2016 under Section 97 (1) for planning, decision making, their implementation and smooth functioning of the College. At present, 14 representatives are appointed on this committee. The meetings of this committee are held periodically for discussing all the curricular, co-curricular, extracurricular activities, financial matters etc.
- 3. Internal Quality Assurance Cell (IQAC):** As per the requirement of the NAAC, the Internal Quality Assurance Cell has been established on 30-04-2004 and has been working actively for planning, monitoring and assessment of activities in the College. At present, it has 07 teacher-representatives. It plays an important role in taking and implementing important decisions in the College. Its meetings are held periodically for discussing curricular, co-curricular and extracurricular activities of the College.

The institution works under the above stated authorities (keeping in mind the vision, mission and objectives of the institution) to realise the following.

- 1. Perspective Plans:** The College prepares perspective plans for properly steering its overall

activities. Such plans are circulated among all the teachers so as to enable them properly give shape to the activities to be done by them.

2. **Action Plan:** Action plans envision activities to be undertaken in the short term and are prepared in the light of perspective plan. This action plan is prepared and documented promptly by the College.

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

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

Response:

The institution is run by Patpanhale Education Society, Patpanhale, Tal: Guhagar, Dist: Ratnagiri (M.S.) established in 1962. The vision statement of our Management is **From Darkness to Light**. The Society is working for the educational upliftment of downtrodden sections of the society. It has two high schools and two junior colleges, one English medium high school and one degree college with post-graduate sections spread across development block.

The present management of the society is headed by Hon. Bhalachandra Raghunath Chavan, president of our society who was Ex-Deputy Commissioner, Regional Transport, Government of Maharashtra and is the person of great vision. The institutional vision is "Enlightenment through Higher Education" and mission is "To Prepare the Students for Their Life as Good Citizens". The institution works around these for the sustainable development of the students of this vicinity. In this great task, Honorable President guides the Principal for institutional development through meetings of Governing Body. The Management seeks information on institutional development and outcomes of the institution. Adequate freedom is given to the Principal for institutional development.

The College firmly believes in the principles of decentralization and participative management. While assigning and performing day-to-day activities, more attention is paid towards creating and nurturing leadership activities not only among teachers but also among students. The execution of academic and other works of the institution are made by in the following ways.

The Principal:

The Principal of the College firmly believes in the vision and mission statement of the College and communicates the same to all the teaching and non-teaching staff members. He involves all the teaching and non-teaching staff members for taking important decisions and also doing day-to-day activities. Administration of the College is decentralized by creating different cells, associations in the College on the basis of nature of work for properly streamlining the academic and other activities of the College. Each committee, cell etc. is headed either by the Principal or a teacher and assisted by few teachers and also a student representative. To make the decision making process open, participatory and transparent, the Principal holds periodical meetings.

Faculty Members:

The institution has 10 faculty members including a librarian. All the faculty members are allowed to play multi-dimensional roles in performance of different activities of the College. Along with performing the routine curricular work, all teachers are given opportunities to do different types of works in the College. Usually, a new task group is created whenever a specific work is to be performed in the College. In this way, faculty members are prepared to nurture and develop leadership roles among the teachers.

Cells and Associations:

There are 40 cells and associations. These cells and associations have been established as a part of participative and inclusive management in the institution. Everyone relating to the College gets an opportunity to participate in the working of the College by getting a representation on the cells and associations. All these cells and associations are working for overall development of the students.

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

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

After second cycle of reaccreditation by the NAAC in the year, 2013, the College felt need to prepare a strategic/ perspective plan for steering its activities on long term basis. Accordingly, it prepared a strategic/ perspective plan. This plan has been prepared on the basis of future needs of the College, thrust areas at local and national levels, recommendations made by the NAAC peer team, suggestions given by different stakeholders, the institution's vision, mission, goals/ objectives, SWOCs as pointed by the NAAC peer team, etc.

The perspective plan of the College mainly focuses on such points as infrastructure development, betterment of the quality of teaching-learning process, giving impetus to research activities and healthy practices in the institution and others as stated in the document.

Though, due to financial and other troubles, the construction of the building delayed, finally, the construction completed in the year 2019 and the College has been formally shifted to the new building on 27th November, 2019. The campus area admeasures 3 acres and has the built up area of 13,000 square feet. The campus is located in the green valley of Sahyadri range of Western Ghats. With the shifting of the College to the new building, the daily academic schedule is very smooth and hence the College enjoys freedom in planning and implementation of its different activities. Necessary amenities have been provided and efforts are being made to provide other facilities in the newly constructed building. The newly constructed building, in all, has 12 spacious rooms. The Patpanhale Education Society is proposing to

construct the first floor of the building in near future.

New building of the College has carpet area of about 13,000 square feet on ground floor. It was funded by the Management by collection of funds from the people, funds mobilization from Member of Parliament (M.Ps), contribution made by shri Bhalachandra Raghunath Chavan, President, Parent Society and contributions made by teachers for dais, platforms etc. in the building.

Some of the major components of the perspective plan prepared earlier were as follows:

1. To shift College in the new building.
2. To start Certificate Courses.
3. To start P.G. Course.
4. To initiate some MoUs.
5. To install CCTV cameras.
6. To promote the IT based teaching-learning.
7. To initiate Automation of Office and Library.
8. To make efforts for English Communicability.
9. To develop Green Campus.
10. To work for sustainable development of society by organizing various activities.

Explanation on Deployment/ Fulfillment of

1. College has been shifted to the new building on 27th Nov. 2019.
2. Commenced one Certificate programme on Banking Finance & Insurance.
3. Started one P.G. Course as M.Com.
4. One MoU reached with Bajaj Finserv.
5. Installed 15 CCTV cameras.
6. IT based teaching-learning process is going on.
7. Started Automation of Office and Library.
8. One Certificate Programme started for English Communicability.
9. Developing Green Campus is in process

Arranged various programmes for sustainable development of society.

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

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

Response:

Patpanhale Education Society is the parent body of Patpanhale Arts, Commerce and Science College. Three bodies/ authorities are related to the working of the College. The authorities related to the working of the College are as follows:

Governing Body:

It is constituted by the Annual General Meeting (AGM) of Patpanhale Education Society. It works as constitution of the society based on norms of regulatory authority and for upliftment of educational branches spread over the Development Block. The Governing Body is headed by the president and included 10 directors with two head masters and one principal. The Governing Body conducts regular meetings on behalf of the Society to resolve matters pertaining to its educational branches. It has control over all its branches and committed for academic and overall attainments of the students' community. They are governing body, College Development Committee and the Principal. The organograph of the College is attached herewith.

College Development Committee (CDC):

The College Development Committee (CDC) of the College is constituted as per the provisions made in the Maharashtra Public Universities Act, under Section 97 (1). It is a statutory authority of the College and is headed by the chairman of the Governing Body of the parent society. It decides policies and takes decisions for institutional development. Being the secretary of the College Development Committee (CDC), the Principal of the College records all Resolutions passed by the CDC with the help of academic staff, office staff, students and all other stakeholders. At present, the CDC of the College has 14 members. CDC is an authority to resolve all matters of the College such as annual budget, statement of accounts, academic and all allied activities, sports, extension, library etc. Being policy making body, it monitors entire academic, allied and administrative activities of the College.

Internal Quality Assurance Cell (IQAC):

IQAC is headed by the Principal of the College. It is constituted as per the norms given by the NAAC. IQAC is the quality planning and monitoring committee of the College. It holds the meetings periodically for planning different activities and also evaluation of different activities of the College. IQAC of the College is making efforts for sustained quality assurance and academic excellence with the available resources of the College. Moreover, it also comes in contact with different committees of the College and strives for the qualitative enhancement of administrative and academic activities of the College. Internal Quality Assurance Cell (IQAC), is the quality monitoring setup established as per the requirements of NAAC and is headed by the principal and is coordinated by a senior teacher.

Cells and Associations:

At present, the College has 40 cells and associations to work on different aspects required for development

of student community. As a part of decentralization of the College different departments&associations have been established on the basis of nature of different activities of the College. All these activities are headed by a faculty member/ principal and include few faculty and student representations.

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

6.2.3 Implementation of e-governance in areas of operation

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

Response: B. 3 of the above

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

6.3 Faculty Empowerment Strategies

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

Response:

The administration of the College considers that planning and implementation of certain welfare measures for the staff (teaching as well as non-teaching) are its bounden responsibilities. These welfare measures are related to different fields like availing grants to teachers for completion of their research works, service benefits to teachers and office staff, allowing for travelling to attend workshops, seminars etc. felicitations, placements and promotions, and facilitating in availing bank loans, statutory provisions for services etc. These are stated below.

1. Service Benefits to Staff:

The institution renders a number of service benefits to its staff such as issuing letters of appointment and confirmation, provision of increments, Promotion/placement in to a higher grade, provident fund and gratuity, pension, LIC deductions etc.

2. Travelling Allowances:

The institution has given allowances to its staff to travel for official work to Mumbai and other places. Moreover, teachers are also reimbursed expenditure incurred by them for attending workshops, seminars etc.

3. Statutory Provisions for Services:

The services of teachers and office staff members are governed by the provisions made by the statutory authorities such as Uniforms Statutes of Government of Maharashtra, Maharashtra Public Universities Act, 2016, UGC Regulations etc.

4. Others:

Provisions of salary deductions for bank loans taken by the staff, Deductions for LIC premium, felicitation of teachers for award of Ph. D. and other recognitions, uniform and washing allowances to all peons, health care measures etc.

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

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

Response: 26.67

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	2	7	3	0

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

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

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

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

Response: 33.33

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

2019-20	2018-19	2017-18	2016-17	2015-16
1	1	4	3	6

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

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

Response:

1. For Teaching Staff Members:

• Performance Based Appraisal System (PBAS):

To evaluate performance of faculty members, PBAS based APIs as per provisions made in the UGC regulations 2010 and the Directives of the University issued from time to time have been used by the institution. Placements of the office staff is done by the institution as per rules and regulations of the Government of Maharashtra.

Confidential reports of the teaching and non-teaching staff are prepared by the Principal and submitted to the Management whenever review is necessary.

The Principal keeps evaluative reports of the institutional staff before the meetings of the Governing Body and the CDC to make improvement if any with a view to update the staff performance. The Principal ensures that the PBAS based API reports are used for faculty improvement thereby to make qualitative effectiveness of teaching learning process.

1. Under this system, the teachers, whose promotions are due, are required to fill in self-appraisal forms (as prescribed by the UGC and as implemented by the University of Mumbai) and submit the same to the IQAC Coordinator at the end of the academic year.
2. The College follows PBAS based API for the appraisal of the performance of the teachers for their Career Advancement Scheme (CAS) for different cadres of their promotion. In that relation, IQAC issues notice to the teachers to submit CAS proposals well in advance.
3. After the scrutiny and recommendation, the coordinator verifies the reports properly and the same is submitted to the Principal.
4. The Principal keeps CAS proposals before Governing Body of the Management or the CDC for their approval.
5. Thereafter, the concerned teacher is required to fill the prescribed and descriptive online proforma and submit the same to the University. Other procedure of the placement of the teachers will follow thereafter.

6. Thereafter, the principal recommends, and sends a letter to the University in this regard.
7. IQAC addresses all the matters relating to the performance of the staff members of the College.
8. The Principal requests to the University for screening-cum-evaluation or selection committee for the concerned subject and the teacher.
9. The Principal constitutes screening-cum-evaluation or selection committee after getting permission of the University.

2. For Non-teaching Staff Members: For performance appraisal system of non-teaching staff members, confidential report system is followed. Presently, seniority is the sole criteria for the promotion of non-teaching staff members to the higher posts.

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

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Internal audit:

The institution conducts internal and external audits regularly. The Management has appointed Shri. Vivek R. Relekar, Chartered Accountant, Chiplun, (Maharashtra) as an internal auditor from the year 1999-2000. He is responsible to conduct institutional audit and to suggest remedies to the institution with a view to use financial resources in a proper manner. He arranges for the auditing of Statements of Accounts annually. He conducts the audit of the Accounts and related documents of the institution. An audit consists of liabilities and assets, receipts and payments including salary details of teaching and non-teaching staff of the College. After receiving an audited Statement of Account, the institution submits it to the Joint Director, Higher Education, Konkan Region, Panvel (M. S.) and Governing Body and College Development Committee (CDC) of the College for their consideration. The Principal keeps these audited Statement of Accounts before the meetings of the College Development Committee (CDC) for its consideration and approval. It is the responsibility of the Principal to think over and find out remedies promptly over the audit objections, if any.

External audits:

The Joint Director, Higher Education, Konkan Region, Government of Maharashtra and The Accounts Officer, Higher Education Government of Maharashtra of this Region conduct assessments of the grants given to the institution. Firstly, the assessment is done by Joint Director and later on the Accounts Officer conducts the assessment of the grants given to the College. There is the provision of the assessment by the Auditor General of India in respect of grants received by the institution.

All the stated above – Audits and Assessments Reports are placed before the statutory authorities of the institution for their approval.

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

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

Response: 0.22

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

2019-20	2018-19	2017-18	2016-17	2015-16
0.22	0	0	0	0

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

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

Response:

The Patpanhale Education Society's Governing Body, College Development Committee, IQAC, staff of the College, explore different sources for generating financial resources required for the institution. Different sources, from which the institution generates the financial resources, include UGC, University, donations, fees from the students as prescribed by the University etc. Prescribed procedure is followed in availing the financial assistance from these sources. The institution, parent society and the faculty members make combined efforts in tapping the financial resources.

Sources of Finance:

1. Salary grants are received from the Government of Maharashtra by the institution for teaching and non-teaching staff for granted section. It amounted around Rs. 7,94,45,340/-during the year 2013-14 to 2019-20.

2. One source of revenue for the institution is tuition fees being collected from the students. Such fees are collected in accordance with the rules and regulations of Government of Maharashtra and the University of Mumbai. The institution collects around Rs. 2,48,540/- per year as tuition fees. As per the existing rules, the institution is authorized to meet its administrative expenditure from out of tuition fees collected from the students.
3. College shares of various scholarships granted by the Government.
4. Research grants sanctioned by various funding agencies (in the third cycle of assessment period) amounted to Rs.3,23,000/-.
5. The institution has also received grants from UGC under 12th plan of Rs. 8,00,000/- in the academic year 2016-17.
6. The University of Mumbai has provided financial assistance whenever sports events are arranged in the past in the institution's ground.

The institution followed budgetary process for its financial operations. The Principal prepares budgets before the commencement of financial year by consulting his staff members and their requirement, thinking over all possible income and expenses on stationery, other office materials, maintenance of College building library, expenses on equipment, students' requirements, furniture, expenses for University and other stakeholders of the College. He keeps the budget for approval of the College Development Committee (CDC), constituted U/S 97 (1) of Maharashtra Public Universities Act, 2016.

Optimal Utilization of Resources:

The income of the College is spent very properly. It is one of the responsibilities of the Principal see that the cash book of the college is maintained appropriately. The institution maintains cash book and ledger regularly. Expenses are not allowed without the prior permission of the Principal. Vouchers of expenses are maintained. Most of the payments are made through cheques. Full transparency is maintained in financial operations. The principle of economy is followed while spending. Sealed quotations from the concerned selling agencies are initiated in case of big purchases, and they are opened before the concerned committee. Payments for purchases are made in time. Scholarship-holder students are excluded from immediate payment of fees as per Government rules. Their dues of the fees are recovered from their scholarships payable to them by the Government. The fees of other students are charged and recovered as per the provisions made by the University. No any type of donations are collected from the students.

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

6.5 Internal Quality Assurance System

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

Response:

Since its establishment on 30-04-2004, the Internal Quality Assurance Cell (IQAC) of the College has been playing an important role in the planning of activities of the College, recommending the management for provision of facilities, monitoring of different activities etc. The IQAC of the College has been playing, to the maximum possible extent, to institutionalize a number of quality assurance initiatives of the College, particularly during the 3rd cycle of assessment. These include, encouraging overall quality enhancement, research activities among the teachers and students, extension activities, women empowerment activities etc.

The role of IQAC has been stated as under.

1. The IQAC made contributions for the overall development of the students by arranging various activities for them.
2. The IQAC arranges periodical meetings in the College for comprehensive discussions of different types of academic and administrative activities done, being done and to be done in the College.
3. The IQAC takes lead role in the preparation and submission of AQAR of the College every year to the NAAC.
4. The IQAC evaluates the PBAS-based API forms and self-API scores of the faculty members and recommends to the Principal for their promotion.
5. The IQAC constantly encourages all the teaching staff members to undertake faculty development programmes and research-oriented activities.
6. Recommendations made by the IQAC and also implemented for the development of the College in the past include the following:

IQAC arranges for academic plan, action plan, perspective plan, and academic schedule of the institution. It supervises all the plans. Its proper monitoring leads to effective working of the various cells and associations.

The Principal as the chairperson of the IQAC arranges for its meetings to take important decisions on academic and allied activities. He maintains proper coordination between all stakeholders of the institution- Management, faculty in-charges, IQAC coordinator, coordinators of cells and associations, office staff, library, students etc. while conducting activities of the institution.

The IQAC arranges for PBAS based API preparations, verification, preparing for CAS of teachers for their placements etc. Overall monitoring on the conduct of each activity is done by the Principal, the IQAC coordinator, the faculty in-charges, academic heads and the coordinators of cells and associations.

Following are the vital achievements of the IQAC.

1. Contribution for development of the students.
2. Prepared and implemented effectively 32 Techniques/Tips, Academic Plan, Academic Schedule, Perspective Plan, Academic Calendar based on University Calendar, activities of Cells and Associations, departmental activities, library enhancements etc. leading to overall excellence of the students.
3. Construction of the new building for the College.

4. Availing grants from the UGC.
5. Placement of faculty members to the higher cadres.
6. Availing basic infrastructural facilities in the newly constructed building of the College.
7. Introduction of certificate courses in the College.
8. Staff development by arranging for participation of teachers in the workshops, seminars and other faculty development programmes.
9. Arranging to prepare for Annual Quality Assurance Reports (AQARs) and NAAC works- preparing for Self Study Report to be sent to the NAAC, Bangalore.

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

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

The IQAC of the College, set up as per the requirement as the NAAC, Bangalore, plays an indispensable role in the planning, monitoring and evaluation of academic and administrative activities of the institution. Its main endeavor is to bring about innovation in the overall working of the institution. Since its establishment, it has suggested and made to implement a number of innovative ideas. Though availability of resource was a limiting factor, the IQAC, with all the factors relating to the College, tried its best to bring about structural changes in some cases. Following are noteworthy performances made in the lead of IQAC of the College.

1. **Effective teaching-learning and evaluation process:** Effective teaching-learning and evaluation process are being implemented for the benefit and overall development of the students.
2. **Initiation to Use ICT:** The staff started to use LCD, laptops in teaching.
3. **Teaching Plans and Completion:** For systematic, timely and flawless delivery of syllabus, the staff has prepared and adhered to academic plans. This has resulted in better completion of syllabus. The academic plans, completion reports are supervised by departmental heads, IQAC Coordinator and the Principal.
4. **Implemented 32 Techniques for Continuous Internal Evaluation (CIE):** The institution introduced 32 tips as a part of CIE for continuous and catalytic evaluation of student performance. These tips avail a lot of choice to the staff and students to select the tips/ techniques suitable to the subject.
5. **Practicals and Project Reports:** Both are used in some subjects like Rural Development, Foundation Course etc. They are arranged before commencement of semester examinations. They improved confidence and overall performance of the students.

6. Completion of Different Programmes by the Faculty: Teaching faculty members form the backbone of any educational institution. Along with being qualified, their knowledge needs to be updated according to changing times, then only they can be expected to give justice to their work of teaching the students. Keeping in mind this basic factor, the IQAC of the College strived for encouraging the teaching faculty members for attending as many training programmes as possible.

As compared to the first cycle of assessment through IQAC setup, many achievements have been made during second and subsequent cycles. These achievements are related to curricular, co-curricular, extracurricular and administrative fields. Some of these achievements are –

1. Five faculty members have completed Ph. D. degree
2. Two faculty members have completed M. Phil degree.
3. Faculty members completing research related activities have increased.
4. Use of IT facilities in teaching-learning activities has been introduced.
5. Number of books in the library has almost doubled.

7. Preparation of Academic Calendar: This calendar is prepared at the beginning of each and every year. This is aimed to streamline the day-to-day activities of the institution and also to avoid lapses and undue deviations. All the academic activities, throughout the year are undertaken keeping in mind the academic calendar.

8. Update in Perspective and Action plans by the IQAC helps the institution for development of teachers and students with other vital contributions.

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

6.5.3 Quality assurance initiatives of the institution include:

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

Response: C. 2 of the above

File Description	Document
Upload details of Quality assurance initiatives of the institution	View Document
Upload any additional information	View Document
Paste web link of Annual reports of Institution	View Document

NAAC

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

Safety and Security:

1. The College gives utmost importance to the safety and security of campus in general and the female students studying in the College in particular as their percentage is more
2. Entry to unauthorized persons is strictly prohibited in to the campus. The staff of the College always keep an eye on the entry of a newcomer in to the College campus and ask the purpose of their visit.
3. A women staff member accompanies the programme officers during the seven days' Annual Residential Camp of NSS unit of the College. This is done to ensure a sense of security among the female volunteers participating in the camp.
4. The facility of night watchman is provided particularly during night time.
5. Health facilities are provided to all students and the staff by counseling local doctors as and when need arises.

Counseling:

Counseling of all students, particularly needy students, is done by the Principal, IQAC Coordinator, faculty in-charges, teachers and other staff everyday on the difficulties facing the students.

The College has three female faculty members (working on cloak-hour-basis) and a full time lady staff member (working on full time basis). They are instructed to assist female students of the college whenever the students seek special counseling from them. As has been stated earlier, lady staff members provide required assistance to the participating volunteers in the annual residential NSS camp of the College. The staff members counsel all the students (and more particularly the lady students) on a number of matters like issues of problems of women, competitive examinations, etc.

Above grounds led to following types of counseling to the students in the institution.

1. Academic counseling: Related to admissions, examinations, bridge courses, Principal's address etc.
2. Personal Counseling: Teacher-parent work, mentor-mentee scheme, discussions on personal problems of the students.
3. Career Counseling: Career Guidance Cell arranges activities for such counseling.
4. Psycho-Socio Counseling: Activities arranged by N.S.S. Unit , such as AIDS awareness, tree plantation, blood donation, water conservation, cleanliness, save the girl child, technical sessions on various themes- speeches of scholars etc.

Arrangement of Programmes for Gender Sensitisation:

Women Development Cell (WDC) and NSS Unit of the College arranged special programmes for

sensitising the students on a number of topics particularly gender-related issues either in the NSS camps or in the College.

Any other relevant information:

1. A sense of cordiality, friendliness and unity prevails in the College campus.
2. Not a single case of harassment and/ ragging of the students has been reported in the history of the College. About all students have strong moral base and also morally inculcated.
3. Warning sign boards against ragging have been displayed at a number of places in the College premises.
4. The institution has attained the objective of empowering the female stakeholders, (particularly the female students) remarkably well by providing safe and secure learning atmosphere and at the same time introducing to them pragmatic situations prevailing in the outside world.

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

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

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

Response: D. 1 of the above

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

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

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

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

Response:

Solid Waste Management:

The College gives utmost importance for keeping the campus clean and green. Students are given strict instructions to deposit the waste bins kept in the campus and in the premises. Waste bins are kept in the College premises and students are strictly asked to put the waste in these bins. Every day the campus is cleaned and the waste is dumped in the specially dug waste pits. This is done as the garbage carrier of the Gram Panchayat comes to the College to collect the garbage from the College as and when necessary and demanded by the College (as the College is far away from the gram Panchayat limits). The dry waste is periodically burnt and the wet waste is buried in the ground and thereby it is composted. The institution firmly believes that a sense of cleanliness is created in the minds of the students by keeping the campus clean to the maximum possible extent.

E-Waste Management (Storage):

E-Waste Materials collected and stored in this storage, as per utility different components are used for minor repairs and rest of e-waste handover to local Electronics and Electrical Repair Shops.

Solid Waste Management:

Waste bins are kept in the College premises and students are strictly asked to put the waste in these bins. Every day the campus is cleaned and the waste is dumped in the specially dug waste pits. The dry waste is periodically burnt and the wet waste is buried in the ground and thereby it is composted.

Liquid Waste Management:

The liquid waste from the toilets and other water outlets of the college (like wash basin, urinals etc.) are made to drain properly in the ground.

Water Recycling System: As has been stated above, the College has only waste disposal system but at present, it does not have waste cycling system.

Hazardous chemicals and radioactive waste management: The institution does not produce hazardous and radioactive waste. Hence the management of such waste does not arise.

Biomedical Waste Management: The question of biomedical waste management is not applicable to our institution as our institution is nonmedical in nature.

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

7.1.4 Water conservation facilities available in the Institution:

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

Response: D.1 of the above

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

7.1.5 Green campus initiatives include:

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

Response: D. 1 of the above

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

7.1.6 Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:

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

Response: D.1 of the above

File Description	Document
Any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

1. Built environment with ramps/lifts for easy access to classrooms.
2. Disabled-friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

Response: D.1 of the above

File Description	Document
Policy documents and information brochures on the support to be provided	View Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

1. CELEBRATION OF DIFFERENT DAYS:

Since years, the College has been celebrating different days. These days include- birth and death anniversaries of great personalities. Moreover, independence days and republic days are also celebrated in the College. On celebration of each day, a brief programme is held, the portrait of the great person is garlanded by all the staff members and few persons are allowed to speak on the life, achievements etc. of such great persons. The celebration of these days, it is firmly believed to create, a sense of unity, coherence and tolerance particularly among the students. As per the circular of the University of Mumbai, in all, 37 different types of commemorative days are observed in the College.

Cultural Activities: Students are given freedom to practice different cultural activities in the College. Such students are taken to the venue of the collegiate and University level sports and cultural competitions held every year by a staff member particularly by the in-charge of the Sports Department of the College.

Every year, the College conducts annual social gathering. This gathering is conducted in the in the open ground in front of the College. This practice of annual social gathering provides an opportunity for the

students to uncover their latent talents. In this gathering, students present different performances like dances, mimicry, one act plays, etc.

2. THE PRACTICE OF 'THOUGHT FOR TODAY':

"Thought for Today" has been in practice in the college since many years. Every day, good thoughts are written by designated faculties of the institution on the board which is kept at a place distinctively visible to all, particularly the students, in the college. Such thoughts are religious, philosophical and sometimes general in nature. The thoughts are written both in English and Marathi languages. Everyday students read the thoughts particularly in off periods, intervals or even after completion of lecture hours. In this way efforts are made by the college to encourage to students to imbibe cultural and moral values which will go a long in personality development of the students. Many a times, thoughts from religious scriptures, and quotes from scriptures are written. Usually, highly inspirational and thought-provoking matters are written. Daily it has been seen that students standing in front of the board for reading the 'Thought for Today'.

Evidence of Success of "Thought for Today": The evidence of success of this practice can be summed up as follows.

1. Not a single incident of student unrest against the institution and teachers has happened since establishment of the College.
2. There are cordial relationships between teachers, students and other stakeholders of the College.
3. Not a single case of gender-related incident has happened and complaint has been filed so far.
4. Overall working atmosphere is highly intimate, friendly and worth imitating in the College.
5. Students are courteous, obedient and abide-by rules and regulations of the college and instructions given by the Principal and the teachers.
6. Students have been morally inculcated.

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

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

Response:

1. SINGING OF NATIONAL ANTHEM :

Since beginning, there is a practice of singing National Anthem collectively by all the teachers, students and the Principal. The diary of events every day begins like this. This practice, it is believed, will instill patriotic feelings among the concerned with the College. Soon after national anthem is sung every day morning, instructions are also given by the Principal in relation to values wherever possible.

2. CELEBRATION OF CONSTITUTION DAY:

Every year Constitution day is celebrated in the College on 26th November. On this day a brief function is held which includes exhibition of copies of the Constitution of India and other books, In addition to this preamble of the constitution is loudly read. Oath is taken collectively by all the teachers and the students to express allegiance to the constitution of India.

3. CELEBRATION OF INDEPENDENCE DAY:

As is obligatory, Independence Day is celebrated in the College on 15th August. On this day, after flag hosting, few teachers and students speak on the saga of freedom struggle and the sacrifices made by the freedom fighters. Celebration of this day definitely inculcates and instills the students the ideas of patriotism and their allegiance to the causes of the nation.

4. CELEBRATION OF REPUBLIC DAY:

Every year, as is obligatory, Republic Day on 26th January is celebrated in the College. On this day a book exhibition (particularly the Constitution of India and related books) is held in the College premises. On this day, after flag hosting, few students speak on the constitutional rights and duties of every citizens. This day regenerates patriotic feelings and solidifies rights and duties of the students as responsible citizens. Celebration of this day will definitely instill a spirit of law abidance and a sense of among the students of the College.

5. CELEBRATION OF AMBEDKAR JAYANTI:

Every year Ambedkar Jayanti, which marks the birth day of Dr. B. R. Ambedkar, is celebrated in the College on 14th April. This day is celebrated to commemorate the memory of Dr. B. R. Ambedkar and also the architect of Indian Constitution. On this day, a book exhibition is held in the College. In the function organised a number of students speak on the life and work of Dr. B. R. Ambedkar.

6. Enrollment of New Voters in the Electoral Roll (Held every year):

Every year, in coordination with the concerned Government authorities, the College undertakes the work of enrollment (addition) of new voters in the electoral roll (register) so as to enable the new voters to exercise their franchise in the forthcoming different elections, whenever they will be held. Blank electoral forms for registration are distributed in every class and the teachers give instructions to fill the forms. Duly filled in forms are collected and submitted to the concerned Government officials. This practice is held every year. This will enable the first-time franchisers to cast the vote and to a become part of democratic process. Teachers give short speeches on constitutional obligations while enrolling the students.

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

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

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

Response: C. 2 of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	View Document
Code of ethics policy document	View Document
Any other relevant information	View Document

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

Response:

Every year, the institution celebrates/ organizes a number of national and international days events and festivals. These days, events are observed/ celebrated to instill the idea of world brotherhood, and emphasize students' commitments towards universally and nationally important activities. In some cases rallies are organised by all the students and teachers of the College and slogans are shouted regard each of the individual events to create awareness among the general public. In some other cases street plays are staged in the market places and placards displayed with an intension to take the intended messages up to the general public.

1. Constitution Day/ National Law Day (On November, 26):

This day is observed in the College to mark the adoption of Constitution of India by the Constituent Assembly. The basic purpose behind observing this day is to remember the important of Constitution in the democratic system of our country and also to create a sense of law abidance among the general public.

2. National Voters' Day:

Every year, national voters' day is observed in the College on 25th January. To culminate this day and related activity, every year, in coordination with the concerned Government authorities, the College undertakes the work of enrollment (addition) of new voters in the electoral roll (register) so as to enable the new voters to exercise their franchise in the forthcoming different elections, whenever they will be held.

Blank electoral forms for registration are distributed in every class and the teachers give instructions to fill the forms. Duly filled in forms are collected and submitted to the concerned Government officials. This practice is held every year. This will enable the first-time franchisers to cast the vote and to a become part of democratic process.

3. International Women's Day (On March, 8):

This day is observed in the College to highlight the social, economic, and political achievements of women around the world. This day is also observed to highlight the status and dignity the women deserve all over the world and across the nations. One more purpose behind celebrating the international women's day in the College is to create awareness about need of gender parity.

4. International Yoga Day:

Every year international Yoga day is celebrated in the College on 21 June beginning with the year 2015. This idea was conceived in the United Nations General Assembly in 2014. On this day, a function is held in the College, wherein all the teachers and students practice Yoga. Few speak on the importance of Yoga in everyone's and everyday life. This day is being observed carry the primordial message of Yoga, healthy mind, healthy body etc. to the students of the College and the society at large.

5. International AIDS Awareness Week: Every year, AIDS awareness is observed in the College during 24th November to 1st December. This week is observed to raise and create awareness about AIDS and HIV among the people around world and in India.

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

7.2 Best Practices

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

Response:

Best Practice -1

THOUGHT FOR TODAY

1. Title of the Practice:

“THOUGHT FOR TODAY”

2. Objectives of the Practice:

1. To inculcate moral and cultural values among the students.
2. To keep the students away from negative influences of media-dominated modern life.
3. To help them in becoming responsible citizens in the society.
4. To prepare the students in building and preserving the goodwill of the institution.
5. To create a sense of belongingness among the students towards the institution.
6. To create a sense of awareness among the students towards their responsibilities.
7. To create an atmosphere congenial for teaching and learning in the College campus.
8. To give an opportunity to the students for expressing their multifaceted hidden talents in the days to come and to create an atmosphere for the same.

3. The Context:

It is common that youth are extremely vulnerable to bad habits and negative influences particularly during their college days. Moreover the, sometimes, different modern media are likely to influence the students negatively and drag them from achieving their goals in life. It would be extremely difficult to bring them back on the track once they fall prey to negative impacts. If not properly guided, bad habits are likely to become greatest hurdles in achieving their aims in life. The possibility of negative influences of the media and other factors has become a cause of concern not only for the parents but also for the teachers and others. The efforts of the institution, the parents and also of the teachers go in vain if the students fall prey to bad habits and negative forces and bad habits. This guidance is indispensable for the students until they reach the stage of mental maturity and intellectual prudence and think themselves to be responsible citizens in the society. The institution considers courteous, responsibility-conscious and habit-free students as its real assets.

4. The Practice:

“Thought for Today” has been in practice in the college since many years. Every day, good thoughts are written by designated faculties of the institution on the board which is kept at a place distinctively visible to all, particularly the students, in the college. Such thoughts are religious, philosophical and sometimes general in nature. The thoughts are written both in English and Marathi languages. Everyday students read the thoughts particularly in off periods, intervals or even after completion of lecture hours. In this way efforts are made by the college to encourage to students to imbibe cultural and moral values which will go a long in personality development of the students. Many a times, thoughts from religious scriptures, and quotes from scriptures are written. Usually, highly inspirational and thought-provoking matters are written. Daily it has been seen that students standing in front of the board for reading the ‘Thought for Today’. This practice is aimed at properly shaping the future of the students by instilling inspirational and value-based ideas among them.

5. Evidence of Success: The practice of “Thought for Today” has achieved intended results. The evidence of success of this practice can be summed up as follows.

1. Generalised mutual sympathy, brotherhood, cooperative attitude, etc. among the students and other

stakeholders have been created.

2. Not a single incident of student unrest against the institution and teachers has happened since establishment of the College.
3. There are cordial relationships between teachers, students and other stakeholders of the College.
4. Not a single case of gender-related incident has happened and complaint has been filed so far.
5. Overall working atmosphere is highly intimate, friendly and worth imitating in the College.
6. Students are courteous, obedient and abide-by rules and regulations of the college and instructions given by the teachers.
7. There is an overall atmosphere of mutual respect, cordiality, obedience, initiative working and brotherly and sisterly atmosphere in the College campus.
8. Students have been morally inculcated.

6. Problems Encountered and Resources Required:

A. Problems Encountered:

The institution did not encounter any problem as such in implementing this best practice as it was in the interest of all the stakeholders. In fact, this practice was received by one and all. Many of the students have expressed their gratitude have implemented such a novel practice in the college. Thought to be written are chosen in such a way that they do not hurt any person belonging to any sections of the society. In other words, 'thoughts' are usually general and universal in nature.

B. Resources Required:

The College did not require any additional resource as such for implementing this practice. As the only resources required were 'chalk and board', this practice did not create any resource related problem on the part of the College. Human resources such as selected teachers and students were utilized. For this purpose, the only material resources utilized were chalk and board. Usually, the College managed to implement this practice with the resources available with it.

7. Notes (Optional): The College has the satisfaction of having achieved its aim for having introduced this novel practice. It has the full confidence that its students would become responsible citizens in the society in the days to come and would carry the name and fame of the college to the higher levels.

Best Practice 2

PATPANHALE MARATHON

1. TITLE OF THE PRACTICE: PATPANHALE MARATHON

2. OBJECTIVES OF THE PRACTICE:

1. To strengthen strong sports base of the campuses.
2. To promote interest in the sports field among the people, particularly youths of this area.
3. In the name of marathon, to arrange get-togetherness and promote belongingness among the sports lovers and also general public.
4. To prepare the youth for appointment in the State Police Department and also Armed Forces by generating interest among them in sports and games.
5. To prepare and make the students able bodied for undertaking any work and face any eventuality in their life.

3. THE CONTEXT: Patpanhale Education Society was established with an intention to provide thrust not only to education but also to sports activities. As is widely known the 'sound mind exists in sound body'. Keeping in mind this concept, Patpanhale Marathon was started in the year 1997 to encourage interest in the sports activities by the Patpanhale Education Society. *Though all the institution running under the Society were involved in conducting the Marathon, Patpanhale Arts, Commerce and Science College played an instrumental role in conducting the marathon since the year of its starting.* The College played a dominant, lead and active role in organizing the Patpanhale Marathon every year. Here an attempt is made to through light on different aspects of the marathon and the role of Patpanhale Arts, Commerce and Science College since beginning.

4. THE PRACTICE: As has been stated earlier, as a part of social obligation and to give boost to sports activities, Patpanhale Education Society started Patpanhale Marathon in the year 1997. Initially, the number of participants and distances to be covered by different participants under different categories was very limited. As the years passed, all the aforesaid factors began to increase. Different persons involved in it include students, teachers, the management, general public etc. From local level marathon it assumed the magnitude of Konkan level marathon. From the initial 10 km distance it surged to 42.195 km distance. Almost all the teachers and students of all the educational institutions running under Patpanhale Education Society actively take part in the Marathon competition. In addition to this, teachers belonging to other nearby educational institutions voluntarily and wholeheartedly participate as riders, arbitrators etc. in this marathon event. Moreover, the participants from the faraway places like Mumbai, Raigad have been participating in the event.

5. EVIDENCE OF SUCCESS: The management of Patpanhale Education Society and more particularly Patpanhale Arts, Commerce and Science College feel that the purpose behind starting Patpanhale marathon is really fulfilled.

Following points highlight the evidence of success of this endeavor.

1. A number of youths, after being inspired by the marathon event every year, have got appointment in Maharashtra Police Department, Defense services etc.
2. This practice has created a sense of belongingness and a spirit of sports among the students in

particular and the general public in general.

3. All the employees working in various educational institutions come together and work unitedly for the successful conduct of this sports event.
4. This event has been creating a sense of cohesiveness between the educational institutions on the one hand and the general society on the other.

6. PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED:

a. Mobilization of Human Resources:

The institution, every year, takes lead role in mobilizing the human resources required for successful conduct of the event. Though it is not a problem, the institution successfully puts in its best efforts in this regard.

b. Mobilization of Financial Resources:

Though the mobilization of financial resources is managed by the parent society, the employees of the institution, along with the employees of other institutions, try their level best in mobilizing the funds required for the event from the individuals and organization.

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

7.3 Institutional Distinctiveness

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

Response:

Priority and Thrust to Women's Education

The Background:

Until recent past, this area of Konkan region of Maharashtra State was economically, socially and educationally backward. As around 90% of the area is hilly in nature, agriculture has not developed. No major industries as such are working in this area. People in this area remained contented just with getting primary or at the most secondary education. Getting higher education was a distant dream for the people of this area. Those who wished to avail higher education had to travel faraway places like Mumbai, Ratnagiri, and Pune etc. The condition of women-folk was still worse as far as higher education is concerned. Inability in availing higher education is partly because of general poverty and partly because of unavailability of higher educational facilities. Higher educational facilities were deplorable as women could not get

education though they were willing to. To overcome this hurdle, the management of Patpanhale Education Society envisioned and determined to provide higher education facilities by establishing an institution of higher education, particularly to higher education deprived womenfolk of this area. Resultantly, Patpanhale Arts, Commerce and Science College was established in the year 1992 with Arts Faculty and with Commerce Faculty in the year in 1995. Though the institution was established to provide education to both men and women equally, thrust was more on women's education as the female percentage is more.

Reasons for Giving Thrust to Women's Education:

The management of the Patpanhale Education Society decided to give thrust to women's education as its priority area keeping in mind following factors.

1. Educated women will have a greater chance of escaping the poverty.
2. An educated woman can do lot in helping to lead a healthier and happier family life.
3. Educated women can contribute a lot in raising the standard of living for her children, families and communities.
4. Educated women can contribute a lot in setting right the problems arising out of socio-economic imbalances.

Efforts Made:

Keeping in mind the thrust area, Patpanhale Arts, Commerce and Science College has made certain efforts for giving more emphasis on women's education. These include the following:

1. During zonal visits, parents and their wards were contacted. The faculty members of the college tried their best to convince the parents and their wards for continuing the further education after 12th standard.
2. During the college hours, the faculty members interact with the lady students to enquire about and do away the problems being faced by them.
3. The college administration tries its best to prevent the drop-out rate of the students (particularly girl students) by taking certain measures, which include- giving them a opportunity to work in the college library under 'Earn While You Learn Scheme', collecting the fees in convenient installments, extending them financial assistance from students' welfare of the college etc.
4. The administration of the College takes all possible measures (prohibiting entry to unauthorized persons in to the campus etc.), with an intention to prevent the possible harassment to the female students in the College.

The Outcome:

The efforts of the college yielded expected results. Out of the last ten years, out of the total students studying in the college, girls outnumber the boys or at least equal to number of boys. Moreover, the performance of the girls goes neck-to-neck in the sports and cultural competitions conducted outside elsewhere and earned laurels from everyone.

Problems Encountered:

1. **Poverty:** Poverty comes in the way of achieving this area of thrust. People living in this Konkan region of Maharashtra State belong to economically poor strata of the society. Most of them carry subsistence living. Resultantly, many of the students opt to discontinue education after 12th standard and wish to do jobs locally or in faraway Mumbai city. Under such circumstances, the administration of the college strived to contact the students and their wards for encouraging them to continuing their education.
2. **Inadequate Awareness about Higher Education:** The literacy percentage in this region is generally low but is slowly increasing. The parents and their wards were to be convinced about the need for enrolling for higher education. Their mentally reluctance was a big problem.
3. **Hilly Terrain and Transportation Problems:** This region experiences a heavy rainfall for nearly 3 months and adversely affects the mobility of the students while attending the College.

Nearly 90% of the students of the College belong to other villages, which in some cases, situated at a distance of 40 km. Transportation facilities were to be arranged for the convenience of the students by contacting the State Transport (MSRTC) officials.

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

5. CONCLUSION

Additional Information :

Objectives:

1. To create and maintain a system of higher education.
2. To create infrastructural facilities relating to higher education for imparting the same in an effective and unique way.
3. To pursue the excellence in education through committed efforts.
4. To continuously evaluate the teaching-learning process and bring about changes in the same according to circumstantial changes.
5. To establish and maintain societal linkages for contribution towards the sustainable development of the nation.
6. To encourage the students to attain English communicability.
7. To inculcate moral values among the students.
8. To develop a system for conscious, consistent and catalytic improvement in the performance in the college.
9. To channelize the efforts and measures of the college towards academic sustenance and excellence.
10. To contribute towards national development.
11. To provide cultural and sports opportunities to the rural students, so as to enable them to participate in competitions to be held elsewhere.

Concluding Remarks :

As has been stated earlier elsewhere, the college is working in challenging and hostile situations and conditions, particularly during rainy season. The students of the feeding zones belong to socially backward and economically poor families. Until recent past, this region lacked internet facilities. Still there is an urgent need to create awareness about the importance of higher education among the people living in this area. All the stakeholders of this institution everyone concerned to view and review the working of the institution in the light of factors like financial and other resource crunch being faced by the college, poor awareness about higher education in the populace of this area, lack of competitive among the students, hostile geographical conditions etc. Thus the institution is working not only in the situation which is full of opportunities but also it is characterised by certain challenges which are area-specific. Facing these problems and continuing the day-to-day working is, sometimes, is like a Herculean task. Our efforts are similar to that of 'trying to create everything from nothing or with very meager things'. We have willpower, committed staff, obedient students, cooperation of all stakeholders, dynamic and ever-encouraging management. All these factors will always energise and encourage us to tread on the path of our goal.

The institution feels accomplished in its task if others study the situation in which it is working and not just what it has produced.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.1	<p>Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</p> <p>1.2.1.1. Number of Programmes in which CBCS / Elective course system implemented. Answer before DVV Verification : 3 Answer after DVV Verification: 8</p> <p>Remark : As per supporting document in Extended Profile 1.2, HEI is offering 8 Programmes</p>																				
1.3.2	<p>Average percentage of courses that include experiential learning through project work/field work/internship during last five years</p> <p>1.3.2.1. Number of courses that include experiential learning through project work/field work/internship year-wise during last five years Answer before DVV Verification:</p> <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>4</td><td>4</td><td>4</td><td>2</td><td>2</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>4</td><td>4</td><td>4</td><td>3</td><td>3</td></tr></table>	2019-20	2018-19	2017-18	2016-17	2015-16	4	4	4	2	2	2019-20	2018-19	2017-18	2016-17	2015-16	4	4	4	3	3
2019-20	2018-19	2017-18	2016-17	2015-16																	
4	4	4	2	2																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
4	4	4	3	3																	
1.3.3	<p>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)</p> <p>1.3.3.1. Number of students undertaking project work/field work / internships Answer before DVV Verification : 468 Answer after DVV Verification: 451</p> <p>Remark : DVV has made the changes as per provide details of students undertaking project work by HEI.</p>																				
1.4.1	<p><i>Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders</i></p> <p><i>1) Students</i></p> <p><i>2)Teachers</i></p> <p><i>3)Employers</i></p>																				

4)Alumni

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: D. Any 1 of the above

Remark : DVV has made the changes as per provided feedback of teachers on syllabus and curriculum for the year 2019-20. Provided feedback for the year 2018-19 has not considered.

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

Options:

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

Answer before DVV Verification : A. Feedback collected, analysed and action taken and feedback available on website

Answer After DVV Verification: D. Feedback collected

Remark : Provided action taken report on feedback on teachers has not considered. Provided action taken report for the year 2018-19 and 2020-21 has not considered.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
299	287	319	313	256

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
222	215	236	231	179

Remark : DVV has made the changes by looking seats earmarked against the students admitted from the reserved categories.

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

2.4.3.1. Total experience of full-time teachers

Answer before DVV Verification : 176

Answer after DVV Verification: 168

2.6.3 Average pass percentage of Students during last five years

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
155	87	160	120	108

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
93	87	158	89	108

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
155	143	184	149	109

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
161	148	189	149	116

Remark : DVV has made the changes as per Report of students passed and appeared year-wise

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
2	0	0	0	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	0	0	0

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

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

Answer before DVV Verification : 6

Answer after DVV Verification: 5

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

Answer before DVV Verification : 4

Answer after DVV Verification: 2

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
0	7	0	0	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	7	0	0	0

Remark : DVV has made the changes as per provided UGC link by HEI.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
5	9	16	15	13

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	3	6	4

Remark : DVV has only considered ISBN number. ISSN number not considered.

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

3.4.2.1. Total number of awards and recognition received for extension activities from

Government/ Government recognised bodies year-wise during the last five years.

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
0	1	0	0	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

3.4.3

Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
3	6	4	3	1

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

Remark : Provided report has not signed by competent authority.

3.4.4

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
241	550	256	97	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

Remark : Year not mention in provided list of students.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1	1	1	1	1

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

Remark : DVV has not considered visit as collaboration.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	0	0	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	1	0	0	0

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

4.1.3.1. Number of classrooms and seminar halls with ICT facilities

Answer before DVV Verification : 1

Answer after DVV Verification: 3

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
150438	239815	212434	574689	25680

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

Remark : Year has not mention in provided statement. Extract has not considered.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
123350	128344	59636	139040	88752

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

Remark : Year has not mention in provided statement. Extract has not considered.

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the last completed academic year

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

Answer before DVV Verification : 25

Answer after DVV Verification: 23

Remark : DVV has made the changes as per average of teacher and students using library per day on 9/July/2019 to 13/July/2019.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1195524	920370	990481	1007510	803019

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

Remark : Year not mention in provided statement . Extract has not considered.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
43	34	57	35	47

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
41	13	52	48	20

Remark : As per the supporting documents of HEI. Students benefitted by scholarships from Non Government agencies / institutions excluding University of Mumbai.

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

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

Answer before DVV Verification : B. 3 of the above

Answer After DVV Verification: D. 1 of the above

Remark : As per supporting document, one (Health and Hygiene) may be considered.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
40	0	50	62	72

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
9	0	49	0	47

Remark : DVV has made the changes as per report and list of students benefited by guidance for competitive examinations and career counselling by HEI. DVV has

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

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

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

Remark : As per the supporting documents, 3 may be considered.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	1

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

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

Answer before DVV Verification:

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2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	1

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	1

Remark : Provided certificate are in regional language.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
3	3	1	1	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
7	9	6	16	9

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
7	2	2	4	0

Remark : DVV has only considered those report which has signed by Principal. Unsigned report has not considered.

6.3.2	<p>Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years</p> <p>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</p> <p>Answer before DVV Verification:</p> <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>8</td><td>28</td><td>19</td><td>7</td><td>6</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>0</td><td>2</td><td>7</td><td>3</td><td>0</td></tr></table> <p>Remark : DVV has made the changes as per provided receipt of financial support by HEI. Some documents are not considered because they are not clear.</p>	2019-20	2018-19	2017-18	2016-17	2015-16	8	28	19	7	6	2019-20	2018-19	2017-18	2016-17	2015-16	0	2	7	3	0
2019-20	2018-19	2017-18	2016-17	2015-16																	
8	28	19	7	6																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
0	2	7	3	0																	
6.4.2	<p>Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)</p> <p>6.4.2.1. Total Grants received from non-government bodies, individuals, Philanthropers year wise during the last five years (INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>22000</td><td>0</td><td>0</td><td>0</td><td>0</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>0.22</td><td>0</td><td>0</td><td>0</td><td>0</td></tr></table>	2019-20	2018-19	2017-18	2016-17	2015-16	22000	0	0	0	0	2019-20	2018-19	2017-18	2016-17	2015-16	0.22	0	0	0	0
2019-20	2018-19	2017-18	2016-17	2015-16																	
22000	0	0	0	0																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
0.22	0	0	0	0																	
7.1.5	<p>Green campus initiatives include:</p> <ol style="list-style-type: none">1. Restricted entry of automobiles2. Use of Bicycles/ Battery powered vehicles3. Pedestrian Friendly pathways4. Ban on use of Plastic5. landscaping with trees and plants <p>Answer before DVV Verification : Any 4 or All of the above</p> <p>Answer After DVV Verification: D. 1 of the above</p> <p>Remark : Provided photos are not relevant. It seems to look local areas photos. DVV select "D" as per supporting policy document on green campus provided by HEI.</p>																				

7.1.10	<p>The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.</p> <ol style="list-style-type: none"> 1. The Code of Conduct is displayed on the website 2. There is a committee to monitor adherence to the Code of Conduct 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: C. 2 of the above Remark : Supporting document for Annual awareness programmes on Code of Conduct for the year 2020-21 has not considered. Supporting document for professional ethics programmes not provide by HEI.</p>
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2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p>Number of courses offered by the Institution across all programs during the last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>33</td><td>30</td><td>26</td><td>22</td><td>18</td></tr></table> <p>Answer After DVV Verification:</p> <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>126</td><td>126</td><td>126</td><td>126</td><td>126</td></tr></table>	2019-20	2018-19	2017-18	2016-17	2015-16	33	30	26	22	18	2019-20	2018-19	2017-18	2016-17	2015-16	126	126	126	126	126
2019-20	2018-19	2017-18	2016-17	2015-16																	
33	30	26	22	18																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
126	126	126	126	126																	
1.2	<p>Number of programs offered year-wise for last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>3</td><td>3</td><td>3</td><td>3</td><td>2</td></tr></table> <p>Answer After DVV Verification:</p> <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>8</td><td>8</td><td>8</td><td>8</td><td>8</td></tr></table>	2019-20	2018-19	2017-18	2016-17	2015-16	3	3	3	3	2	2019-20	2018-19	2017-18	2016-17	2015-16	8	8	8	8	8
2019-20	2018-19	2017-18	2016-17	2015-16																	
3	3	3	3	2																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
8	8	8	8	8																	
2.1	<p>Number of students year-wise during last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>543</td><td>519</td><td>579</td><td>570</td><td>464</td></tr></table>	2019-20	2018-19	2017-18	2016-17	2015-16	543	519	579	570	464										
2019-20	2018-19	2017-18	2016-17	2015-16																	
543	519	579	570	464																	

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
542	519	579	570	464

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
155	143	192	149	116

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
158	147	163	149	113

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
10	10	10	10	10

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
9	9	9	9	9

3.2 **Number of sanctioned posts year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
11	11	11	11	11

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
10	10	10	10	10

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
27.14798	24.81913	26.04294	25.34980	16.82681

Answer After DVV Verification:

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	2019-20	2018-19	2017-18	2016-17	2015-16
	23.83	21.22	27.75	24.10	16.67
4.3	Number of Computers Answer before DVV Verification : 12 Answer after DVV Verification : 15				

NAAC