



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	KONKAN UNNATI MITRA MANDAL'S VASANTRAO NAIK COLLEGE OF ARTS AND COMMERCE MURUD JANJIRA
• Name of the Head of the institution	Dr. V.B. CHAVAN
• Designation	Principal (in-charge)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02144274662
• Mobile no	9422690827
• Registered e-mail	vrnaikcollege@gmail.com
• Alternate e-mail	vishwas4871@gmail.com
• Address	MURUD-JANJIRA
• City/Town	MURUD-JANJIRA
• State/UT	Maharashtra
• Pin Code	402401
2.Institutional status	
• Affiliated /Constituent	Affiliated

• Type of Institution	Co-education																		
• Location	Rural																		
• Financial Status	Grants-in aid																		
• Name of the Affiliating University	UNIVERSITY OF MUMBAI																		
• Name of the IQAC Coordinator	Dr. J.K. KAMBLE																		
• Phone No.	02144274662																		
• Alternate phone No.	021446484																		
• Mobile	7709533257																		
• IQAC e-mail address	iqacvrnaikcollege@gmail.com																		
• Alternate Email address	iqacvrnaikcollege1992@gmail.com																		
3. Website address (Web link of the AQAR (Previous Academic Year))	https://vncmj.edu.in/wp-content/uploads/2022/01/AQAR-2019-2020.pdf																		
4. Whether Academic Calendar prepared during the year?	Yes																		
• if yes, whether it is uploaded in the Institutional website Web link:	https://vncmj.edu.in/wp-content/uploads/2022/05/ACADEMIC-CALENDER-2020-2021.pdf																		
5. Accreditation Details																			
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>C++</td> <td>68.20</td> <td>2004</td> <td>03/05/2004</td> <td>02/05/2009</td> </tr> <tr> <td>Cycle 2</td> <td>B</td> <td>2.26</td> <td>2017</td> <td>02/05/2017</td> <td>01/05/2022</td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	C++	68.20	2004	03/05/2004	02/05/2009	Cycle 2	B	2.26	2017	02/05/2017	01/05/2022
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Cycle 1	C++	68.20	2004	03/05/2004	02/05/2009														
Cycle 2	B	2.26	2017	02/05/2017	01/05/2022														
6. Date of Establishment of IQAC	07/07/2004																		
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,																			
<table border="1"> <thead> <tr> <th>Institutional/Department /Faculty</th> <th>Scheme</th> <th>Funding Agency</th> <th>Year of award with duration</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>nil</td> <td>nil</td> <td>nil</td> <td>nil</td> <td>Nil</td> </tr> </tbody> </table>		Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	nil	nil	nil	nil	Nil								
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount															
nil	nil	nil	nil	Nil															
8. Whether composition of IQAC as per latest NAAC guidelines	Yes																		
	View File																		

<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 	
9.No. of IQAC meetings held during the year	3
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
Developed online teaching learning and evaluation process considering COVID pandemic situation.	
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	
Plan of Action	Achievements/Outcomes
1)To develop and Introduce Bridge courses 2)Introduce Research Centre 3) Strengthening Mentoring system 4)Up gradation of student centric teaching learning process	Due to the COVID pandemic situation no any achievements were possible for the academic year 2020-2021
13.Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Nil	Nil
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
Nil	Nil

Extended Profile

1.Programme

1.1

125

Number of courses offered by the institution across all programs during the year		
File Description	Documents	
Data Template	View File	
2.Student		
2.1		626
Number of students during the year		
File Description	Documents	
Institutional Data in Prescribed Format	View File	
2.2		245
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		
File Description	Documents	
Data Template	View File	
2.3		199
Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	View File	
3.Academic		
3.1		10
Number of full time teachers during the year		
File Description	Documents	
Data Template	View File	
3.2		01
Number of sanctioned posts during the year		
File Description	Documents	
Data Template	View File	
4.Institution		
4.1		12
Total number of Classrooms and Seminar halls		
4.2		1925609

Total expenditure excluding salary during the year (INR in lakhs)	
4.3	12
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institute follows the norms and guidelines developed by the University of Mumbai, while implementing, developing, and deploying the action plans of the curricula. The University has adopted a credit and semester-based grading system since 2011-12. For the effective implementation of the curriculum following action plans have been initiated- Academic Calendar. Teacher's Diary. Monthly Faculty Meeting. Department Level Meeting. The detailed syllabi in the hard copy format and in online are available for teachers. Students also get the similar facility.

Faculty members of the institution of various subjects contribute in the syllabus reforming and reconstructing by attending the meetings of BOS as a member or syllabus reformation committee.

Dr. J.K. Kamble is the member of the board of studies for the subject of History, respectively. Faculty members are involved in paper evaluation team and perform duties such as paper setting, moderation and assessment. This kind of experience at University level helps in effective delivery of the curriculum at the institutional level. This inclusion is unique concept which depends on student and teacher choice.

The fulfillment of the objectives of the curriculum is measured through students' final examinations at UG and PG levels. It is also checked through students' feedback on the curriculum that objectives are getting fulfilled or not. The institution contributes to nation-building through the NSS and WDC. The institution conducted value-added courses on Yoga and Meditation. The institution collects feedback from various stakeholders on the curriculum. The student's opinion about the curriculum is taken into consideration and is forward to BOS and syllabus committee through faculty members. Parents, alumni, and concerned local industries also contribute their views regarding the curriculum which is communicated to the University authorities.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://vncmj.edu.in/wp-content/uploads/2022/05/1.1.1-Curricular-

[Planing.pdf](#)**1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)**

1. As per the University of Mumbai guideline framed for the internal examination college communicated conducts internal examinations, and the marks of internal examinations are communicated to university. The reforms initiated by the college on its own are as follows:
2. The schedule of the internal examinations is declared in advance at the beginning of the semester.
3. Under the control of the head of the Dept., Questions papers are set in triplet form & submit to Examination department. Where in one question paper set is selected to print in confidential way & whole examination conducted & evaluated as per university system. Internal examinations are conducted once in each semester through the examination committee.
4. The University Examinations are held at the end of each Semester.
5. An evaluation is made by taking Assignments, Seminars and Projects & Quiz competitions in the classroom.
6. Every teacher prepares his result and makes self-analysis.
7. The composite results are discussed in IQAC for to prepare plan improvement in academic progression.
8. The desk numbering system is unique system adopted by the college at the time of examination, CCTV is installed in examination hall & with premises help to control malpractices.
9. All records of examination i.e. answer sheets, mark lists are maintained in the Examination Cell of the College.
10. The students are encouraged and consoled for better performance in the future examinations.
11. A variety of measures are adopted and implemented to ensure rigor of the internal assessment process which are held on a regular and timely-bound basis:
 - Class test
 - Viva-voce
 - Assignments
 - Projects

File Description	Documents
Upload relevant	View File

supporting document	
Link for Additional information	https://vncmj.edu.in/wp-content/uploads/2022/05/1.1.2-Academic-Calendar-CIE.pdf

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

14

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

2

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

00

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

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.

The cross - cutting issues like Gender, Environmental sustainability, Human Values and Professional Ethics, etc. find an ample space when it comes to applying them positively into the curriculum. We believe in maintaining a healthy environment for all its students. The curriculum is designed by the college itself does include many of these aspects.

Human Values: Values are something which is desirable and worthy of esteem for their own sake. Human values are which help us to live in harmony with the world. The following courses describe the Human values.

1. Principles of Management
2. Human Resource Management
3. Introduction to effective Communication
4. Introduction to Social marketing
5. Anatomy and Physiology
6. Yoga
7. Nutrition and health
8. Public health and hygiene
9. Common human diseases
10. Foundation course

Professional Ethics: The courses mentioned below describe professionally accepted standards of personal, business behavior, values and guiding principles. Codes of professional ethics are

often established by professional organizations to help guide members in performing their job functions according to sound and consistent ethical principles.

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

Gender: The courses below which addresses Gender issues by providing the skill-set necessary for lifelong learning and provide the opportunities for the students to explore subjects or areas of interest. It teaches equality in gender and also about action against bias.

1. Gender Studies.
2. Foundation course.
3. NSS Studies.

Environment and Sustainability:

The following courses address environment & suitability appreciates the ethical, cross-cultural, historical context of environmental issues and the links between human and natural systems. This enables the students to learn about the eco-system and other environmental factors. They also learn measures to protect the environment and are made aware of global warming and other related issues.

1. Community Health and Mental Health
2. Biodiversity
3. Green computing
4. Environmental Studies.
5. Biodiversity and its conservation

6. Ecosystem**7. Population ecology**

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

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**11**

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	No File Uploaded

1.3.3 - Number of students undertaking project work/field work/ internships**Nil**

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://vncmj.edu.in/wp-content/uploads/2022/05/1.4.1-

	<u>Feedback-stakeholder-Report.pdf</u>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<u>View File</u>
Any additional information	<u>View File</u>

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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<u>https://vncmj.edu.in/wp-content/uploads/2022/05/1.4.2-Fedback-Report-Analysed.pdf</u>

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

629

File Description	Documents
Any additional information	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

281

File Description	Documents
Any additional information	<u>View File</u>
Number of seats filled against seats reserved (Data Template)	<u>View File</u>

2.2 - Catering to Student Diversity

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

1. List of slow learners and advanced learners are prepared based on the previous year's performance and interaction is made with

them.

2. Programs are arranged for slow learners and advanced learners after completion of the admission process.

3. Teachers arrange extra classes for slow learner students with the help of LCD projectors, educational CDs, video clips, YouTube short films and documentaries.

4. Special attention and guidance is provided to advanced learners by the teachers through one to one interaction & given the latest updated information about the course through the internet.

5. Different strategies are also adopted for improving the academic performance of the slow learners which includes:-

- Repetition & revision of a topic
- Encouraging students to participate in classroom interactions
- Tutorial classes, personal guidance and small group class tests.
- Delivering a simple summary of the lecture
- Using teaching aids like PowerPoint presentations, YouTube lectures, documentaries etc.
- Separate Notes are provided to the slow learners and assignments are given to the students.
- Students who are advanced learners give seminars for students who are slow learners on basic concepts or ideas linked to the syllabus.
- The college provides advanced learners with additional reference books, allowing them to take advantage of the college's library's additional books and learning amenities, as well as open access to the library.
- Advanced students receive individual counseling to help them prepare for various exams such as UPSC, MPSC, insurance, railways and banking industry exams.

Advance learners are encouraged to participate in Inter-College & Inter-University competitio

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
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629

10

File Description	Documents
Any additional information	No File Uploaded

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 :

1. The institution is continually looking for innovative methods to incorporate modern technologies into the teaching-learning process in order to make it more effective and student-centered.
2. The college always provides well-equipped classrooms with audiovisual facilities, high-speed internet connection, and a well-maintained library with the required amount of book stock to its teachers and students in order to make the students' learning process effective and enhance their learning experience.
3. Educational tours to various institutions as well as historical sites are organised in order to make teaching and learning more student-centric and participatory. Project work and assignments are offered to students to stimulate their participation in the process. They are also encouraged to engage in seminars, contests, management meetings, group discussions, and other activities that will enrich and enhance their learning experience.
4. The institution is very keen on the use of modern teaching methods and techniques hence faculties are encouraged to make use of educational materials like CDs, YouTube, short films, LCD projectors to make their teaching experience better
5. The head of the institution oversees and guides the faculty members in their use of ICT on a regular basis.
6. Students are highly benefitted by these innovative teaching methods. Because of ICT based teaching, the learning process has become more interesting.
7. Interactive learning is developed with the help of a smartboard used for teaching.
8. The examination committee conducts unit tests and examinations. Students regularly attend classes where they interact with the teachers. It helps interactive learning.
9. To develop a habit of independent learning among students they are encouraged to make use of the library, they are encouraged to contribute in departmental as well as college magazines. They are also given assignments and projects.
10. College timetable is designed by considering the geography and considering the fact that the students are coming from the

interior part of the rural area.

11. In addition to conventional courses, the college offers a variety of programmes through Lifelong Learning and Extension as well as various UGC initiatives.

12. Faculty members also participate in a variety of seminars, workshops, short-term courses, and refresher courses to keep their knowledge up to date on a regular basis.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The use of information and communication technology to assist, enhance, and optimize the transmission of information is referred to as ICT in education. It is widely acknowledged that incorporating ICT into the teaching and learning process enhances students' learning experiences and leads to more effective teaching approaches. There is always a need to use current technologies in the institution to improve the quality of education.

The year 2020-21 is a pandemic year, and due to the breakout of COVID-19, there is no other option but to pursue online teaching. The lecturers at these colleges were also actively participating in the online education process. They used platforms such as the Zoom app, Teach-mint app, Whats App, and Youtube to educate students, and they attempted to reach out to students in rural areas as well. Apart from offering lectures, teachers engage their students by assigning homework, administering tests, and attempting to resolve their questions and worries through whatsapp groups.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

2.3.3.1 - Number of mentors

62. : 1

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded

Mentor/mentee ratio	No File Uploaded
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2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

10

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

09

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

242

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

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Internal examinations are conducted by the college in accordance with the University of Mumbai guidelines for internal examinations, and the results of internal examinations are communicated to the university. The following are the reforms that the college has implemented on its own:

1. The examination committee announces the timetable of internal examinations in advance before the start of the semester..
2. Questions papers are set in triplet form and submitted to the Examination Department under the supervision of the department's chairman. Where one question paper set is chosen to print in a confidential manner, and the entire examination is administered and assessed according to the university system. Internal examinations are held by the examination committee once a semester.
3. At the end of each semester, the University Examinations are held.
4. In the classroom, Assignments, Seminars, Projects, and Quiz competitions are used to assess students.
5. Every teacher prepares his result and makes self-analysis
6. The composite results are discussed in order to develop a plan for academic advancement.
7. The college uses a unique desk numbering system during examinations, and CCTV is installed in the examination hall and around the premises to help curb malpractices.
8. The Examination Committee of the College keeps track of all examination records, such as answer sheets and mark lists.
9. Students are encouraged and counselled in order to improve their exam performance in the future.
10. To ensure the rigour of the internal evaluation process, which is held on a regular and time-bound basis, a range of procedures are selected and implemented i.e.

• Exams in class • Viva-voces • Assignments • Projects

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The College's Grievance Redressal Cell is also responsible for grievances relating to examinations. The steps below provide a high-level summary of the grievance redress system.

Step I: Exam forms must be submitted online. According to the university's schedule.

Step II: To Issue an Examination admit card.

Step III: Evaluation:

Step IV: Discrepancies in Mark Sheet:

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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.

Departments, in addition to this syllabus, explicitly stated programme & course results at every course programme; this is also presented on the college website with a distinct menu 'Program / Course outcomes' as well as in departmental profiles. The faculty are informed of the program/course outcomes in staff meetings by IQAC and appropriate BOS. Mumbai University hosts a syllabus workshop where programme course outcomes are addressed and communicated to students through introducing lecturers.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

1. The programme and course outcomes are indicated by the academic results and placement statistics.

2. IQAC discusses the findings with the department head, and a student success rate is calculated, which is then used as a programme outcome. In addition, the detailed interpretation of outcomes aids in planning for improvement in order to improve the program/course outcome rate.

3. This is also beneficial in terms of improving teaching and learning processes.

4. Aside from that, one technique to evaluate program/course outcomes is to have students placed in various career sectors individually. With the support of the Alumni Association, data of placed students from personally appointed students in various employment sectors is obtained and analysed program/course outcomes.

5. The college has the following mechanism to analyse programmes and course outcomes.

a) The results are analysed and interpreted on a subject-by-subject basis, including internal assessment and an internal examination.

b). This data is helpful for understanding the areas of academic weakness of students.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

193

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

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

[Nil](#)

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 in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects / endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

nil

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

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

nil

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	https://vncmj.edu.in/wp-content/uploads/2022/05/311-A.pdf

3.2 - Innovation Ecosystem

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

Nil

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

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

01

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

00

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

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 year

07

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

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 year

Nil

File Description	Documents
Paste link for additional information	https://vncmj.edu.in/wp-content/uploads/2022/05/341.pdf
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

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

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

20

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	No File Uploaded

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

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 year

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

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

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

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

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

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 campus has sufficient space for all academic, administrative, co-curricular and extra-curricular activities. Each department of the institute is well equipped with independent classrooms, Library, Gymkhana etc. As per the norms laid down by UGC and upgrade as per the growth- expansion.

· **Classrooms:**

This institution has sufficient number of well-furnished, well ventilated, spacious classrooms for conducting theory classes.

· **Digital and virtual Classrooms:**

The Institute has made virtual and digital classroom. It helps the students and the teacher both to make expertise lecture online. A professional classroom takes are provided to each teacher & sound system is fixed in each and every classroom for proper circulation of notice and announcement from HOD.

· **Gymkhana:**

For enhancing the teaching and learning activity, Gymkhana facilities, recreational activities for staff and students.

- Facilities and Equipment for teaching, and learning:

This college has LCD projectors in the classroom with professionals.

Teaching amplifier. The college has well equipped English Language Lab with LCD Projector -Audio-video facilities, computers, chairs, and microphones too. This indeed makes students to listen, learn and perform Group Discussions, Debates, and enhances Interview skills. It helps to improve students' communication in the corporate world. Institute gives more attention to the communication skill of the students. This institute has a very spacious, well-equipped Central Library with references and textbooks, journals, magazines, newspapers etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://vncmj.edu.in/wp-content/uploads/2022/05/4.1.1-Physical-Facilities.pdf

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

The Management believes in the all-round development of our students. There is a lot of encouragement for the students to participate in sports and culture activities simultaneously and thus they are awarded and rewarded accordingly. Our college participate in nearly 03 sports events at the Inter Collegiate University of Mumbai tournaments of Men and Women. Nearly 100 students participate in the selection tract in various sports conducted by Gymkhana in order to select the best to represent our college at the inter collegiate district and University level Tournaments.

- Highlights of the Department
- Gym Hall
- Indoor & Outdoor Games Facility
- Various Sports Equipment's
- Services Provided by Sport & Culture Department

Achievements: In academic year 2020-2021 sports and cultural programs not arranged due to covid-19 pandemic.

Indoor game infrastructure - This college has a spacious and well equipped Sports room, where students can play indoor games. Facilities for the sports like Badminton, Table Tennis, Chess,

Carom, etc. are provided to students in the college campus only Well equipped indoor sports including table tennis, chess, carom and shuttle badminton with require area.

Badminton court-01 Chess-04 Board Table tennise-01 Carom- 06

Outdoor infrastructure- The outdoor games such as Cricket, Kabaddi, kho-kho, volleyball, football are well practiced and played by the students. The college students have a free access to the college ground for a game like Cricket, Kabaddi. College teams are formed to take part in state level and University level competitions and other intercollegiate competitions. Kho-kho ground - (A kho kho playing field area is 27 by 16 meters (89 ft x 52 ft)

Kabaddi - The size of the Kabaddi court is 13 X 10 meters for men and 11 x 8 meters for boys and women.

The full volleyball court area is 59 feet x 29' 6". Running track infrastructure -

1. Long jump- runway of 40 meters (131 feet) in length with no outer limit, a takeoff board planted level with the surface at least 1 meters (3.3 feet) from the end of the

2. runway, and a sand-filled landing area at least 2.75 meters (9 feet) High jump- The jumper lands in a pit beyond the bar that 5 by 3 meters (16.4 feet by 9.8 feet) in size and filled with cushioning material.

3. Discus throw circle 2.5 meters (8.2 feet) in diameter and fall within a 40° sector marked on the ground from the centre of the circle

4. Javelin throw- The run way is 30 m

5. Running track- 400 meters. (Practice Sea Beach)

Cultural - : In academic year 2020-2021 cultural programs not arranged due to covid-19 Pandemic.

· Gymnasium - Well-equipped gym is available in college premises with first aid.

· Yoga infrastructure - Yoga day is celebrated to make students aware about the importance of yoga.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://vncmj.edu.in/wp-content/uploads/2022/05/4.1.2.-sport-Infrastructure.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as

smart class, LMS, etc.

07

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://vncmj.edu.in/wp-content/uploads/2022/05/4.1.2.-sport-Infrastructure.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

- Procedure and policies for maintaining academic facilities library. The requirement and list of books is taken from concerned departments and HOD's and students are involved in process. The finalized list of required book is duly and signed by the principal the proper account of visitor (student and staff) on daily basis is maintained. Books home lending facilities provided for students and staff, students for seven days. Proper ventilation is done so as to maintain dry environment near book shelves and racks. Regular dusting and cleaning is done by using. Vacuum cleaner. Book exhibition are conducted in the library on Marathi Bhasha din and book suggested by staff members are included in the library. Open access is given to students to the books so as to have effective referencing and exploring of new books related to subjects. Special reading room facility is provided. New arrival user given whole information about the library.

- Acquisition and Cataloguing:

The invoicing and accessioning, requisition received from the heads of the department, purchase order placed to vendor, look

book entries, withdrawal of books, write off books, book sent to the binders and its details, stock verification, spine label, printing and updating the data, reports related to the various options can be viewed and printed.

- Circulation

The books issue/return transactions in the library on the basis of borrower's member type like students, teaching and non-teaching staff, management and ex-students. Here provided the books issue/return, book bank issue/return, books issued on deposit.

OPAC: The catalogues and searches the book present in the library can be searched on the basis of various criteria like, title, author, subject, place of publishing, publisher, year of publishing, classification, number, ISBN no., editor, translated books and document type catalogue with the exact details and the status of the books present in library. It also provides the combinational and words in the title search.

Serial Controls:

The maintenance of journals and newspapers details in the library. It includes the record of journals and newspapers. The pro-forma/invoice entry, journals detail entry, indexing of topics in the journals, issuing receipts to the vendor, reminder to publisher, newspapers cutting, etc. searching is provided in the serial OPAC to search the journals in the library. Reports can be viewed and printed regarding the journal and newspapers transactions

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://vncmj.edu.in/wp-content/uploads/2022/05/4.2.1Subscription-E-Resource.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

C. Any 2 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

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

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

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

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

4.3 - IT Infrastructure

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

IT Service Management

The college adopts best practices for scalable and sustainable implementation of all IT services. It provides computing and networking services such as desktops, laptops, internet for all the departments, library and office. Appropriate standards are followed for selection, purchase, setup and maintenance of all computing and networking equipment is made by the Technical Committee.

Information Security

The College provides necessary training to the users through the Technical Committee

Antivirus

Internet connected computers for the students & teachers and computer terminals where the pen drives are required to be connected, have been installed with the Anti-virus software. The computers having no antivirus protection are not allowed for the internet and the pen drive connection. Procurement of computing and networking equipment are made through a Technical Committee comprising of the Principal, Library Assistants and Heads of the various Departments. College strictly adheres to the Terms & conditions of license agreements of IT resource software usage. It insists upon the use of licensed (Microsoft Windows and Microsoft Office) or open source software and strictly prohibits the usage

of pirated and unlicensed software. Licenses of all software are maintained by the Technical Team and Office Superintendent.

LAN facility

All computers are connected to the LAN (30 Mbps Speed) and having internet facility in the computer.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://vncmj.edu.in/wp-content/uploads/2022/05/4.2.1Subscription-E-Resource.pdf

4.3.2 - Number of Computers

20

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

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

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

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.

Physical facilities:-

The facilities including Library, Classrooms and Computers, etc. are made available for the students those who are admitted to the college. The students seek admission to desired courses including a library curriculum they are charged for the library expenses at the time of the admission as suggested by the statutory body in addition to that a non-salary grants are allocated for the maintenance of the classrooms which a part of the teaching and the learning processes. The classroom boards and furniture facilities are utilized regularly by the students, but sometimes it is also made available for the other governmental and the non-governmental organizations for conducting the exams like scholarships etc. if not in use for the said period. The maintenance and the cleaning of the classrooms and the laboratories are done with the efforts of the non-teaching staff and in major cases the college goes for the maintenance contract to local experts. The college garden is maintained by the attendant of NSS. The college has adequate number of the computers with internet connections and the utility software's distributed in different locales like office, library, departments, etc. All the stakeholders have equal opportunity to use those facilities as per the rules and the policies of the institution.

Academic and Support Facilities:

The academic support facilities like library, the sports and the other platforms supporting the overall development of the students like NSS or Competitive examination Guidance, etc. is open not only to the college students but also to all the stakeholders in the surrounding with prior permission of the authority.

Accession to the library is permitted at the cost of the deposits as caution money. A provision of the budget for the library maintenance is made by the college management. The activities like fumigation and keeping library clean is done frequently by library staff. The sport department of the college is meritorious and some credit defiantly goes to the adequate infrastructure of this department consisting of the Indoor Hall .The outdoor facilities are free to use for all the stakeholders & maintained under supervision of Sport coordinator.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://vncmj.edu.in/wp-content/uploads/2022/05/4.4.2.-IT-Infrastructure-and-management.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

335

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

10

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

C. 2 of the above

File Description	Documents
Link to Institutional website	https://vncmj.edu.in/wp-content/uploads/2022/05/532-Student-Council.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

90

5.1.4.1 - Number of students benefitted by guidance for competitive examinations

and career counseling offered by the institution during the year

60

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

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

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

00

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

36

File Description	Documents
Upload supporting data for student/alumni	View File

Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

00

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

5.3 - Student Participation and Activities

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

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) during the year.

02

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

Due to covid-19 pandemic situation student Council has not formed and no activity regarding administrative, curricula and extracurricular activities has not performed.

File Description	Documents
Paste link for	https://vncmj.edu.in/wp-

additional information	content/uploads/2022/05/532-Student-Council.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

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

02

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

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

Due to covid pandemic only one activity has done by Alumini Association in the year 2020 -21.

A "Blood Donation Camp" was organized on 9 February 2021 at V.N. College Murud-Janjira and alumni supported this activity.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

File Description	Documents
Upload any additional information	View File

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

Vasantrao Naik college of Arts & Commerce was established in June - 1992.

This College is situated in hilly & rural region working with the motto as "Humanity, Harmony and Integrity", as service for development of nation, the institution with its Motto extending area of functioning by improving academic session, extension and extra and co- curricular activities, help the students in the acquisition of knowledge, culture, community orientation, good citizenship and life skills as well as train them for successful constant, attempts are made for community, social & National development and for helping socially and economically backward students. In case of teaching, learning and evaluation we provide the best possible environment to student and teacher.

At the beginning of each term the teaching plan is drawn up by each department and it is followed. As per the ICT era, we have included all possible ICT infrastructure wherever is required. In case of student support and progression we can boast of providing sufficient and relevant about the college in our prospectus which gives details of admission procedure, terms, timing programs offered, college fees, rules, various prizes and a list of extra circular activities; these materials are constantly updated. As for the organization and Management concern; administrative, financial and academic functions and monitoring of student activities in the college, these are committees in the organizational structure. "Our achievements make us not only happy, but they also encourage doing even better. Our aim is not to be compared with other institutions but to set a landmark in our own right and produce noble citizens".

Vision: To spread quality higher education among the students of rural hilly, socio - economically weaker section of the society with emphasis on women education.

Mission:

"Providing quality education to rural and hilly area through which our students would withstand with own Identity in today's challenging world. Ultimately development of rural India is nothing but development of Nation."

- To provide facilities for higher education to students from rural hilly region who are from economically, socially weaker section of society.
- To spread higher education among the women in Murud-taluka and surrounding areas.
- To create social awareness and national integrity among students through higher education and to create the feeling that 'humanity' is the real religion.
- To develop overall personality of student through various activities with special emphasis on character development.
- To inculcate discipline among students through regularity, honesty and punctuality and to make them the responsible and respectable citizens.
- To create and develop the scientific and rational attitude among students.

- To create among student's attitude of positive approach in the present age of competition.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Describe a case study showing decentralization and participative management in the institution in practice within a maximum of 200 words.

The institution system at Konkan Unnati Mitra Mandal's Vasant Rao Naik College of Arts & Commerce, Murud-Janjira, Dist- Raigad is effectively decentralized for a better governance and our Managing Trustee is a devoted and committed educationist and visits the institution regularly for periodical interaction with all stakeholders including alumni. This approach facilitates to implement the proposed plans a consistent timely role in the implementation of effectual policies and suitable strategies for the multifaceted quality enhancement and sustenance. The Principal supplements aforementioned activities by evolving policies and programs of academic promotion and quality improvement so as to progress towards excellence. The heads of various departments, coordinators/ chairpersons/ conveners of various non- statutory committees of the College and faculty members have specific roles and academic freedom to facilitate development programs. Institution for several decades takes care of the all - round development of the students. Development of the students, all the departments have much greater scope for self-governance, quality assurance and fulfillment of the vision. On the whole, the vested powers of leaderships go with responsibility and accountability which enable well organized governance / administration of the college. NAAC Accreditation which has steered the faculty members to keep abreast with current trends in the educational spectrum and to stimulate them towards the management offers additional increments for obtaining higher qualification and superior performance in a number of aspects. Faculty members Encouraged to take up multi-dimensional roles work, co-curricular activities, extra-curricular activities, and opportunity is given to take charge of committees on a rotation basis. A different working group is formulated when every time a proposal is sent for all plans for improvement in infrastructure and facilities are presented to the Principal and the IQAC.

The College promotes participative management. Ideas pertaining to academic goals, organizational progression and better campus life are collected from all stakeholders to promote efficient functioning of the College. The staff and other stakeholders help in infusing a positive attitude that leads to increased efficiency, improved communication, heightened morale, motivation

and join satisfaction. Believing in decentralization, the Management takes policy decisions, finance, infrastructure etc. with the help of members of the College Development Committee. CDC discusses matters related to teaching and administrative staff and decisions are taken at these levels are implemented. E-g the Planning of Jointly Organizing International Webinar on "Role of Social Services in Covid-19". (Online). Believing in democratic values, the institution has decentralized and participative management. The fruition of this was channelized in a one-day International Webinar. The Webinar was held on 3rd September 2020.

Objectives:

- Emphasis on women education and Uplifting of women through empowerment programmed.
- Persuasion of academic excellence.
- Inculcation of human values, rational thinking and scientific attitude.

Strategy: - Since it was a gigantic activity including disciplinary, multidisciplinary and post disciplinary fraternity, following strategy was unanimously decided. Approval from Parent Body: Normally all the major decisions are taken by the parent body i.e. Konkan Unnti Mitra Mandal's, Mumbai. The principal formally put this proposal in the monthly meeting of the executive council which was readily sanctioned.

Budgetary Provision: - A budgetary provision was submitted to the parent body for approval.

Action Plan: Action Plan was prepared by the departments and distribution of work is done on:

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategy Type

Details

Curriculum Development

1. Promoting teachers to BOS. 2. Organizing curriculum related group Discussion.
3. Organizing seminars for the students.
4. Field visits.
5. Case studies.

6. To conduct internal test, tutorials preliminary examinations analysis of results and used for curriculum development.

7. Collection of curriculum related feedback analysis and action taken for development of Curriculum.

Teaching and Learning

1. Integration of student centric teaching learning process like experimental learning, participative learning and problem solving.

2. Teaching learning process made effective using ICT tools and resources along with this to take support of internet for curriculum related updated information through the research.

Library, ICT and Physical

Infrastructure / Instrumentation

1. Integration of ILMS.

2. The integrated the library management system of increase quantity and quality of e-resources.

3. Provide e-resources facility to the students and teachers.

4. Augmentation of physical facilities per increase in student strength.

5. Augmentation and up-gradation of ICT facility and academic administrative software.

Human Resource Management

1. Promoting teachers to attend orientation course/refreshers course/STC/FDP.

2. Organization of induction program for new teachers.

3. Organization of academic ICT related

Program for teacher and administrative programs for support staff.

4. Promoting teachers with financial support for attending workshop/seminar/conferences. 5. Organization of activities for students

as per the locational advantages and disadvantages.

Admission of Students

1. To strictly follow the admission policy of the affiliating university and state government

2. Adopting reservation policy, strictly follow-up as per the quotas reserved for SC/ST

/OBC/NT/SEBC/Open categories.

Research and Development

1. Establishment of research committee, motivation to teachers for undertaking project providing information of different funding agency organizing workshop on preparation of research proposal as per guidelines of funding agency providing facilities for research like infrastructure, funding and seed money.

2. Awareness of research among students, workshop of students to write research proposals and papers.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

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.

- **Board of Management:** - The Board of Management is the principal executive body of the Institution and, as such, shall have all powers necessary to administer the Institution. The Board of Management is the apex body which is involved in framing the strategic plans, policies and decision making body in consultation with the Governing Body of the Institution. The Board of Management of a college shall be responsible for the proper management of the affairs of the college and may exercise all such powers and discharge all such functions as may be necessary for the purpose.
- **Governing Body:** The Governing Body is responsible for the operation of all aspects of the institution including its finance, human resource, educational and research functions and infrastructure arrangements. It can develop the policies and deliberates on the Academic, financial and administrative initiatives for the future, which guides the institution to serve its stakeholders as per the mission statements of the institution.
- **Finance Committee:** The finance committee is entrusted with protecting and renewing the Institution's resources and assisting the board fulfilling its financial responsibilities. The committee ensures that the resources (human, material, information and financial) are secured, appropriately allocated and adequately protected and it is also responsible for supervision of the financial resources for academic & infrastructural facilities, student support, administrative and welfare activities. The committee reviews and prepares budget proposal under the direction of the Head of the institution which is forwarded to the Governing body for approval.

Chairman: -The role of chairman is recognized as a primary leadership position. In performing the duties of the position, it

is assumed that chairman will exercise considerable discretion while complying with college policies and procedures and operating within the limitations imposed by the availability of resources. The principal to look into the day to day academic and administrative functioning of the institution

- **Principal:** -The role of a principal is to provide strategic direction in the college. Principal looks into the standardization of curricula, assess teaching methods, monitor student progress and achievement, encourage parent involvement, revise policies and procedures, Administer the budget, hire and evaluate staff and oversee facilities with the help of the senior faculty who are delegated with roles and responsibilities.
- **Curriculum Review Committee:** The committee is involved in collecting feedback from stakeholders in consultation with the IQAC of the college, prepare recommendations for review and prepare proposals for adding, expanding, deleting or modifying courses offered by the college. The committee plays an important role in introducing new programs.
- **Student Support Services:** Assist students by facilitating and engaging them for enhanced learning that support in achieving the potential in educational and overall development. Support services also build partnerships with community services to meet the needs of students and society for their health, wellbeing and learning goals.
- **Counseling Cell:** -The cell encourages the students to understand themselves and the issues that trouble them and guides them to resolve their problems. In the changing scenario, counseling cell plays a vital role in an educational institution. Education stands for an overall development of a student. In this connection, as per UGC guidelines, college established a Counseling Cell in the campus to support staff and students for their psychological well-being. The Department of Counseling works with a vision to provide students with holistic knowledge on values, self-care, and interpersonal skills and nurture self-efficacy. The genial environment created at the counseling cell, enables students to freely express and resolve their problems.
- **ST/SC/OBC Cell:** -The College is committed to the welfare of students and provides an environment that promotes diversity and respect for everyone regardless of community and culture. While maintaining the diversity - SC/ST/OBC cell ensures the equal opportunities as per the provisions of constitution of India.
- **Alumni Committee:** - The Alumni Committee was formed to strengthen the bond between alumni and the Alma Mater, which includes developing an active network of alumni across countries.
- **Website Committee:** The main objective of the website committee is to ensure that the college website is regularly updated, improved and well maintained. The members of this committee collect information about the latest events in the college, achievements etc. and get them posted on the website by way of write-ups and pictures etc. Updated communications, notices,

announcements are placed on the website for easy and wide access to all the stakeholders.

Library Committee: The main function of Library Committee is to act as a channel between the library and its users. It looks after general maintenance of the library in terms of reading material and infrastructure. This committee effectively involve in seeking the requisition from departments for purchase of books & journals, fostering the reading habit of staff and students. The college library has a vast collection of texts and general books,

- International and National journals, online databases to cater to the needs of both UG and PG students. Separate sections for General, Reference books, Journals and Periodicals, Magazines are provided along with free Net browsing facility to access the online databases and academic information.
- Career Development Cell: The Career development cell is an integral part of the student support facility. The committee plans for the pre-placement activities, career counselling, conducting lecture for competitive exams etc.
- Physical Education and Sports: The College has a good set of indoor and outdoor sports equipment's. The facilities in the campus include Volley Ball and Basket Ball courts and Indoor games like Caroms', Chess and Table Tennis. As the ground for playing outdoor games is limited.
- Extra-Curricular Activities Committee: The main objective of committee is to promote and arrange extracurricular activities to bring out the talents of students in the performing arts. The members of the committee are involved and are responsible for all intra and inter collegiate cultural events in the college. They plan and schedule cultural events for the academic year. It involves in arranging events/programs for staff and students in coordination with Student coordinators.
- Students Grievance and Redresses Cell: The Grievance and Redresses Cell desires to promote and maintain a conducive and unprejudiced environment for its stakeholders. It attends to the grievances and complaints registered by anyone with regard to the activities of the Institution and in particular, those made by students. The cell ensures effective solution to the grievances, using a fair approach. The Grievance and Redresses Cell enables the students to express their grievances by initiating and following the grievance procedure in accordance with the rules and regulations of the college. The cell meets periodically, examines the nature and pattern of the grievances and redresses it accordingly.
- Academic Department: The academic department is the basic unit within the college organized to carry on all the academic, research, co-curricular and extra-curricular activities for the overall development of the students.
- Head of the Department: The primary role of the Head of department is to provide strong academic leadership. The Head of the department is required to lead, manage and develop the department to ensure it achieves the highest possible standards of excellence in all its activities. Planning all the overall activities of the department, monitoring the

progress in academic matters and appraising the same to the head of the institution. The department head is responsible for preparing an annual budget in consultation with other members of the department and responsible for the authorization of expenditures from budgeted departmental funds.

- **Program Coordinator:** Program Coordinators supervise the execution of the program and ensure team members have everything they need to complete their tasks. They are involved in curriculum review/redesign, administering feedback on curriculum, organize events or meetings related to the program.
- **Teaching Staff:** Teaching staff include professional personnel directly involved in teaching students including classroom teachers and other teachers who engage with students' development. Faculty Members are expected to update their knowledge by attending seminars/workshops/conference, after obtaining necessary permission from the Head of the department and Principal.
- **Examination Branch Staff:** Examination Branch is a well-established and maintained branch with committed staff members. Main duty of exam branch staff is to accept examination forms, to issue the hall tickets, record maintenance and administration etc.
- **Examination Committee:** The Examination committee shall conduct the internal and external examinations. They are responsible for preparing invigilation duties chart, seating arrangement, Question paper distribution and smooth conduction of the examinations. Any decisions concerning the smooth conduction of examinations are done in consultation with the Principal.
- **Result Review Committee:** The fundamental role of the result review is to verify the results of the examinations conducted.
- **Unfair Means Committee:** The Unfair Means Committee is authorized to take disciplinary action against a student for misconduct during examination conducted by college. They can decide quantum of punishment after reviewing nature of malpractices at theory, practical /project report examination
-
- **IQAC:** Vasantrao Naik College aims at continuous enhancement and sustenance of quality in education. The Internal Quality Assurance Cell (IQAC) was constituted under the chairmanship of the Head of the Institution monitoring the quality parameters in the college. Every year, the college submits an Annual Quality Assurance Report to NAAC. The committee was formulated on the basis of their commendations given by the National Assessment & Accreditation Council. The quality assurance provides confidence to the stakeholders for developing competent graduates in an efficient and effective way. The IQAC Coordinator takes the responsibility of developing a system for conscious and consistent improvement in the overall performance of institute. She/he is responsible for development, application and monitoring of quality benchmarks for various academic and administrative activities of the institution.

- **Staff Welfare Committee:** Welfare Committee aims for overall development of staff members by applying different welfare schemes. This committee works for the benefit and welfare of the all staff and provides a channel to interact with each other. The main responsibility of committee is to build a healthy working environment and foster good relationships among the staff, Collection and compile database of faculty and staff working in the campus, to provide opportunities for attending various workshops, seminars, symposiums and conferences conducted by various institutions and agencies in and outside the state and to plan and organize regular programs and activities for the development of faculty and administrative staff.
- **Administrative Department:** The admin department is a branch of the college employees responsible for the maintenance of the institution. The admin office is fully computerized with 24 hours' broadband access. Students and parents have access to the office for their admission, fees payment, student's scholarship, student registration and all other educational needs. The office also offers services to staff members.
Office Assistant: Office assistants handle organizational and clerical support tasks. This includes organizing files, scheduling appointments, writing copy, typing, filing, taking inventory, keeping records and sorting checks etc.
- **Fee Counter:** College has an in-campus fee counter open for the students in all working days from 09.30 am to 4.30 p.m.
- **Accounts Office:** The College has accounts office which helps in billing statements, answer questions on different charges; assist with payments and to help with any other questions related to student account.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

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

6.3 - Faculty Empowerment Strategies

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

Welfare scheme

Detail of welfare scheme

Faculty

Employee welfare fund

Governed by the parent institution. Some amount contribution deduced per month salary of each employee compensation is paid in case hospitalization or any accident

All

PF and Gratuity

Implement according to the rule of the Government of India rules

All

Provision of advance payment

For new recruitment staff and Diwali festival

Non- Teaching

LIC

Deduction from salary for premium.

All

Financial support

The college provides financial support to attend four conference workshop /seminars to professors

All

Felicitation

Felicitation on birthday, wedding anniversary and on achievements

All

For Loans

The college has helps to all staff for avail loans through personal, housing

All

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

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

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File

Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The College follows PBAS (Performance Based Appraisal System) as per UGC Regulations June 2009. The affiliating University has developed an API (Academic performance Indicator) system based on PBAS. By the instruction through the staff notice, initially the teacher fills a self-appraisal (PBAS) form at the end of the academic year, which is reviewed by the HOD and forwarded to IQAC coordinator and from which it submitted to Principal. Suggestion if required, is shared with the individual faculty member.

The college follows Academic Performance Indicator (API) system adopted by Mumbai University. The faculty is evaluated based on API by IQAC and forwarded to the Principal. The IQAC evaluates filled appraisal form along with the document and forward to the University authorities with remarks by the principal, The University validates and endorses the final API score which is required for CAS (Career advancement scheme).

The reports related to curricular, co-curricular and extra-curricular activities are submitted

to the Principal by the coordinators of related committees at the end of every academic year. All the reports are captured and maintained. A subject-wise and a teacher-wise result analysis is carried at departmental level for consideration of students and teachers progression.

The IQAC addresses all the issues related to the appraisal system of the staff. IQAC has developed a mechanism for addressing all the queries regarding the API system. IQAC contains all the information about the session plan academic, Co-curricular and extracurricular contributions of a teacher. Which is assessed at the end of the academic year and the information is consolidated in the form of the Academic Audit for AQAR.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

1. Financial Management and Resource Mobilization

1. - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with

the mechanism for settling audit objections within a maximum of 200 words

Response :

The institute has an effective mechanism for internal and external audit. An auditor appointed by the institute carries out a financial audit of the college every year. The internal and external auditors submit their reports to the institution.

Internal Audits:

A chartered accountant (Ashok Joshi) is appointed by the Management as per the decision taken by the General Governing Body meeting. An auditor conducts the audit program regularly. At the end of a financial year a final audit is conducted. The reports are put before the College Development Committee (CDC). The college has pre mechanism.

Audit Objection:

There are no Major audit objections remarked by the Auditor General panel. However, some minor queries are remarked by the panel which are resolved by after compliance

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Response :

Resource Mobilization Policy

- Diversify and expand its resource base in supporting the achievement of the strategic plans, goals overall growth of this institute.

- Identify and analyses the resources available for program priorities, policies and efficient budget allocation.
- Understand the institute's current donor funding landscape, resources availability and support commitment.

Maximize use of internally generated income so as to expand deep relationships with stakeholders

Sources: -

- The major source of institutional receipts is grant in aid received from state government salary of the grantable section.
- The college is also entitled to utilize some part of student fees as per the rule for meeting routine non salary expenses.
- With the rapid increase of knowledge and unprecedented scientific and technological development, college is finding difficult to keep pace with the changing needs of users due to the inadequacy of financial resources. In this situation college development not only possible to depend on government funding hence this college is trying to augmenting new areas for resource generation.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Contribution of IQAC in institutionalizing quality assurance strategy & process.

1. IQAC monitors the functioning of academic and student support committees and Collect department reports.
2. Feedback form for evaluation of teachers by students are devised as feed on curriculum.
3. PBAS forms and API scores of the teachers are evaluated.

- The management has approved following the decision of IQAC.

1. To construct a new building for the ladies Hostel.
2. To construct the Indoor stadium, Gymkhana.
3. ICT infrastructure to construct smart classroom.
4. Establishing Wi-Fi facility in college campus.
5. Security system using CCTV cameras on the college campus.
6. Introducing skill-based certificate courses.

- Implementation.
- CCTV cameras have been installed on and around the college campus.

- Skill based courses for UG student is introduced.
- The indoor stadium for students is made available in college campus.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

1. - 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

Response:

The College has elaborate and extensive mechanisms put in place for the ongoing review of the teaching learning process. IQAC and the authorities have undertaken to follow significant activities to continuously review and achieve the mission of the teaching-learning process and to reach at the higher destination of quality. The structure to continuously review the academic activity of the college is as follows.

- Online training to all teachers
- Created Google Classroom
- Development of online Examination system with the help of Google form as well as assessment through online mode.
- Preparation of academic calendar and action plan.
- Preparation of teaching plans and maintaining attendance record of the students.
- Adoption of innovative teaching methods and ICT tools.
- Monitoring the teaching-learning process by HOD regularly.
- Conducting formative and summative assessment as per the schedule.
- Appraising of the performance of the teachers by collecting assessment report from the students, course wise examination results, result analysis and result summary. * Feedback from the students, parents and alumni.

Outcome: -

- Smooth functioning of the college at academic and administrative Quality enhancement.
- Student progression.
- Satisfactory attendance of the students.
- Completion of the syllabus in scheduled time.
- Improvement in the result.
- Enhanced research, cultural and social capital.
- Excellent performance of the students in various fields like academic, sports, cultural etc. activities.

- **Social recognition of the faculty for excellent performance in teaching, research and extension activities.**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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 year

Institution shows gender sensitivity in providing facilities such as:

- 1. Safety and Security**
- 2. Counselling**
- 3. Common Room Response:**

Safety & Security:- Safety & Security are a Priority concern we are adopted necessary measures to maintain safety & security on the premises. Our institution takes care of safety & security of the students studying in our premises; therefore institution has maintained open space inside and outside the buildings to deal with any type of disaster. The Institution has intentionally kept wide space on all staircases. Two separate staircases with wide space facilitated for safe movement and to control the crowd. The Entire premises of the institution are protected with wall compound. There are three exit doors in a main building to meet

any type of contingencies. Our premises are protected under CCTV surveillance system & monitored by higher authorities from time to time.

Counselling:-All senior faculty members as well as management authorities have a good interaction with the students.

Counselling service is provided to students at the time of admission as well as on a regular basis; the said role is being played by parent teachers to their respective students whenever their needs. Suggestion boxes are made available at distinct places in the premises.

Common Room:- Separate common room is provided to the girl students. This room is designed and facilitated as per required norms. Rooms are inbuilt washroom and retiring services. First aid kit as well as bedding facility has provided. This common room is strictly monitored by concern lady in-charge.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

- **Waste Management steps including:**
- Solid waste management
- Liquid waste management
- E-waste management Response:

Waste Management steps:-

Solid Waste Management:- Under waste minimization policy institution avoids wastage as much as possible. Scrap materials

are handed over to the concern agents for the further recycle purpose.

Liquid Waste Management:- Under Liquid management policy, the institution has developed its own vermin-culture plant and the said vermin-compost is being used for plants and garden in the college premises.

E-Waste Management:- The institution is very keen in the area of E-Waste Management, therefore standardize materials and equipment's are being purchased. It facilitates to minimize e waste as well as wherever is possible institute try to extend life of such equipment's by repairing and by refilling-Waste dumping is strictly avoided. While wherever is possible, such waste is handed over in the right hands to dispose of the said material.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts 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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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 200 words).

1. - 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 200 words).

The institute is proactively taking efforts in providing an

Inclusive environment. The initiatives are to promote better education, economic liftment of the needy and setting communal harmony.

Our College organizes extension activities in schools as a part of Education Social Responsibility. The extension activities are targeted towards enabling a holistic environment for student development.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

National Festivals of the institutions

Aug-15-Independence Day 3.Jan-26 Republic Day

4. May -01 Maharashtra Din

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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

A. All of the above

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

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

1. National Festivals of the institutions
2. 15 Aug-Independence Day
3. 26 Jan Republic Day
1. 01 Maharashtra Day
2. Birth Anniversaries
3. 05 Sept-Teachers Day
4. 02 Oct Gandhi Jayanti/Shastri Jayanti
5. 19 Feb- Shivaji Maharaj Jayanti Lokmanya Tilak Jayanti
6. Shahu Maharaj Jayanti
7. 14 April-Ambedkar Jayanti

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

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: "Vikas Sahayog" Title of the practice - 'Vikas- Sahayog' -

A cooperative approach to the development of region. -

Goal- It is approach based policy to strengthen the educational base of other institutions in the vicinity. This approach has been adopted to ensure qualitative educational growth of the region.

Objectives -

1. To support primary, secondary educational institutions in the region to develop their capabilities.
2. To support students of the region to ensure their smooth progress towards higher education.
3. To assist the other Original Institution deal with Technical & technological barriers.
4. To ensure effective & optimum utilization of the available resources of the college.
5. To ensure diversified educational opportunities to the forthcoming generations in the region.

The Practice - Our institutions have developed a separate platform under the chairship of Institutional head. Its composition is as under.

1. Chairperson- Principal
2. Co-ordinate- Office Superintendent
3. Members- Arts, Commerce, Science & IT Faculty In-charges, N.S.S., N.C.C. & Sports Heads.
4. As per the requirements of the co-beneficiaries; services are categorized into three parts such as -
 - a. Technical support
 - b. Expertise Human resources support &
 - c. Material/Physical Support.

Evidence of the Success- Today 01 additional senior colleges and around 07 high schools in the region are our main beneficiaries. In addition to these institutions around 13 secondary schools & colleges are also gaining the benefits of our expertise lecture series. Problems encountered & Resources required. - We accept our problems as our challenges. Contact Details - Shri. Dr. V.B. Chavan, Email ID- vishwas4871@gmail.com., Mob No, - 9422690827.

'Social Media based E-Teaching & Learning' Title of the practice

'E-Teaching & Learning' -

An effective use of social media in Teaching & Learning.

Goal- Education beyond the classroom is the main goal behind social media based educational practice. Objectives -

5. To make effective use of e- source & social media in Teaching & learning.
- 6.
7. To get interacted with students beyond to regular class hours.
- 8.
9. To encourage student dialogues on educational matters.
- 10.
11. To develop social media literacy & awareness among the students.
12. The Practice - Its composition is as under.
13. Chairperson- Principal
- 14.
15. Co-ordinate- Faculty wise In-charges
- 16.

17. **Members-** Subject Teachers, class representatives as students' nominee & students as benefiteres. Class wise separate what Sapp groups are generated by the concern class teacher. Each group is effectively monitored by two teachers and one class representative as group administrators. Evidence of the Success- Today each class wise What Sapp groups is existed an average 60% students are observed as the main benefiteres of this scheme.

18. **Problems encountered & Resources required.** - Internet connectivity and facility of the own hand set is observed as major hurdles in the spread of this practice. Contact Details - Dr. V.B. Chavan (Commerce Faculty In-charge) Co-Ordinate - 'Social Media based E-Teaching & Learning" Email ID- vishwas4871 @gmail.com., Mob No, - 9422690827.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Our college is affiliated to the University of Mumbai. Our visionary founder president of Late Barrister A. R. Antulaysaheb, dreamt that the people of this rural, hilly remote and undeveloped area should get higher education with open access system irrespective of caste, color, creed, and religion. 1. Ours is the only Degree College in Murud-Janjira Taluka that students access higher education. 2. Murud Taluka is financially backward and population mostly belongs to scheduled castes, scheduled tribes who are socio-economically and educationally backward. 3. To spread quality higher education among the students of rural hilly, socio-economically weaker sections of the society with emphasis on women education is the basic aim of this institution. "Humanity, Harmony and Integrity" and equipped students with knowledge and skills in their chosen streams, inculcate values, identify hidden talents, and provide opportunities to realize their full potential to shape them into future leaders and above all good human beings are the objectives. This is our a chievement that the institution is successfully providing higher education for the last 24 years and the strength of the college has crossed 600 students within 24 years The college is incessantly providing qualified faculty and modern technical amenities with the best infrastructure to the students for their development. For the student benefit we conduct sessions and explain the students and their parents about the opportunities that arise after higher education. We help them understand the various jobs they can do after completing education

File Description	Documents
Appropriate web in the Institutional website	View File

Any other relevant information

[View File](#)

7.3.2 - Plan of action for the next academic year

- Plan of action for the next academic year

1. To develop and Introduce Bridge courses which connects academic to industries
2. To introduces startup as I) IoT (Internet of Things) II) Make an Artist by Department of

Information Technology

1. Introduce NSQF UGC Approved skill development courses
2. Strengthening Mentoring system
3. Up gradation of student centric teaching learning process