SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

SATISH PRADHAN DNYANASADHANA COLLEGE,THANE (ARTS, SCIENCE AND COMMERCE)

OFF EASTERN EXPRESS HIGHWAY, DNYANASADHANA MARG, THANE (WEST)
400604
www.dnyanasadhanacollege.org

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NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Satish Pradhan Dnyanasadhana College believes in 'Education for all'; and leaves no stone unturned to achieve this goal. For an immaculate working of the institution a streamlined protocol and hierarchy system have been created. There is transparent communication, decentralized work culture and 'a warm and cordial' atmosphere to inculcate best work practices.

Established in 1983, college had a humble beginning, and a sole aim of bringing education to the masses. The institution has been quiet successful in achieving its aim; but that is not where it stops. Evolution is the only key towards success. College contemporarily has achieved software based attendance system, state of art computer laboratories, well equipped science laboratories, CCTV cameras for surveillance, ICT technology for classroom teaching, in order to make students ready for any kind of technological challenges in future.

The 'College managemnet' is the highest decision making authority. It designs the strategic plans, monitors their execution and controls and coordinates all the activities of the College by constituting several standing and task force committees. For evolving college and its student's development activities are supervised by the 'Management', which takes timely initiatives for providing additional facilities, has introduced new industry enhanced courses, and keeps appointing novel professionally equipped faculty. Management also provides adequate funds for conducting academic and extracurricular activities. The farsighted outlook of management is a driving force, which encourages the human resources to put in maximum efforts.

Vision

To develop a center of excellence.

Mission

To strengthen the students academically, socially and economically.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Dedicated staff and supportive Management

15 M.Phil. 21 Ph.D. and 9 Research Guides

Continuous up-gradation and creation of infrastructure

Use of ICT

Academic flexibility with a good number of UG and PG programmes (16 UG, 06 PG, 02 Doctoral and 15 Certificate Courses)

Transparency and inclusiveness in the admission process

College Management System is in place

Inspite of students from weaker educational and social background, the results are at par or better than the University results

Active student support wings like NCC, NSS, Student council and Career Guidance Cell

A rich centralized Library

An Eco-friendly Campus

E-Repository "Dnyanaspace"

Separate Gymnasium for Boys and Girls students

A 'State of the Art' Audio Visual Room

Well Equipped Laboratories.

Large number of high configuration Computers.

'You Tube' Channel of the College.

Institutional Weakness

Dwindling staff in aided posts, both teaching and non-teaching resulting in a financial burden

Lack of English Language Skills among students

Student's socio-economic background.

Problems associated with the first generation learners

Adverse student teacher ratio in Commerce Faculty

Limited scope for expansion of campus

Non-availability of an adequate ground and open space.

Institutional Opportunity

Courses for students to acquire global competency

Increasing avenues for research through collaboration with research institutes

Enhance focused Institutional Social Responsibility activities

Participation of faculty and students in National Level Meets.

Inviting reputed academicians, scientists and people of good social repute for training and inspiring the students.

Collaborative Research Projects with other Institutions of National Importance

Vocational training programmes for Students

Institutional Challenge

To acquire CPE status and Best College in University of Mumbai

Volatility in the Job Market resulting in lesser demand for certain courses.

100% placement through campus recruitment for those seeking jobs

Sustaining the strength of students in Arts and Science faculty

Channelizing the first generation learners into the mainstream and increasing their participation in various activities

Keeping pace with the fast changing global scenario

Developing students with Employability Skills

Improving the communication and soft-skills of students

Tapping funds from various funding agencies

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Satish Pradhan Dnyanasadhana College, Thane (Arts, Science & Commerce) is affiliated to University of Mumbai. It offers 16 undergraduate, 06 postgraduate and 02 doctorate programmes which include 654 courses. In addition to this college also offers 15 skill based, subject related and value added certificate courses.

Academic flexibility is supported by having CBCS and elective course system in 91% of programmes. 17 Teachers are actively engaged in BOS and syllabus revision committee of University of Mumbai and autonomous colleges. Teachers participated actively in syllabus structuring workshops.16 Staff members availed FDP (Orientation/Refresher/Soft Skill courses).

08 Programs, 03 subjects, 138 courses and 15 certificate courses are newly introduced in last five years.

Of the 18923 students (5 years), 9401 Students were enrolled for subject related certificate courses and 11182 students were enrolled for value added certificate courses.

Academic Calendar is prepared at the beginning of each academic year. Teachers plan their teaching schedule at the beginning of the semester and ensure the completion of syllabus **as per** the schedule. Teacher's Diary is provided to each teacher to record his/her academic activities which are regularly monitored by the IQAC. Student centric teaching methodologies **such as Participative and Project Based Learning** are adopted for effective implementation of curriculum delivery.

College **effectively creates awareness about human rights, human values, environmental consciousness, gender equality and social justice** through curricular, co-curricular, extra-curricular and extension activit**ies.**

Structured feedback on curriculum is taken, analysed and inputs forwarded to BOS members of University of Mumbai.

Teaching-learning and Evaluation

Enrolment of students to all programmes (Aided as well as self-financed) are as per norms of University of Mumbai through online admission process. Here   preference is given to in-house students for aided programmes. Admissions to the self-financed programmes are on merit basis as per University schedule. Institute provides 45 portals for admission process.

The college has qualified and experienced teachers, which include 21 Ph. D., 15 M. Phil., 09 Research Guides and15 teachers pursuing Ph. D.

To enhance teaching-learning, the teachers are funded by the Management for Faculty Development Programmes, Workshops, Conferences and Seminars conducted by Universities and other premier institutions.

Academically weak students are helped through remedial coaching, mentoring and counselling sessions. Advanced learners are motivated for higher studies and research. Special facilities are provided to differently-abled students.

Student Centric methods such as experiential learning, participative learning, ICT based learning and community outreach programmes are used.

Continual evaluation of teaching-learning process is carried out through class tests, tutorials, home assignments, projects, PPT presentations, group discussions and case studies, apart from the University scheduled internal and external examinations.

For laboratory courses, students are evaluated on the basis of their practical performance and technical skills. Training for viva-voce helps confidence building within them. Conducting model examinations prepares students for University Examinations.

Each department has well defined Programme Outcomes, Course Outcomes, Programme Specific Outcomes which are in-line with graduate attributes.

Students Grievances are addressed as per the established procedure.

Research, Innovations and Extension

The college has encouraged Research activity among teachers and students and has allocated a provision of Rs. 1,00,000/- to promote research.

The University of Mumbai recognized Research Centers in Chemistry and Commerce have 7 students registered for Ph.D. 9 of our teachers are recognized Research Guides. 2 students completed Ph.D. 21 teachers have Ph.D. degrees of which 10 have been awarded their degrees during the last five years. 17 teachers are pursuing Ph.D.

Teachers' research has resulted in 45 publications in UGC notified journals. The College has organized 5 National level Conferences and 3 State level Seminar / Workshop/ Training Programme. 100 participations have been recorded in International and National conferences and full length 100 papers in proceedings have been presented. Teachers have authored 40 books and Chapters in books. 22 minor Research projects were undertaken.

To promote research, the college hosted 'Avishkar Research Convention', in 2016-17 where 27 students presented projects / papers; 04 shortlisted for University level, 01 Gold and 01 silver medal. 5 students presented research papers at the International History Youth Congress. To promote Innovation, 21 different

skill based Programs were conducted. 22 teachers received awards and recognition.

Extension activities such as disaster management, environment enrichment, gender sensitization, women empowerment and rural development camp have been conducted by NSS, NCC, 'Bank of Maharashtra' has put on record the prominent support role of our students during Demonetization. 47 % of students participated in outreach activities on an average during last five years. 22 linkages / MOUs were signed.

Infrastructure and Learning Resources

The College campus area is 2.25 acres with adequate infrastructural support. There are 51 class rooms, 9 seminar halls, 2 conference rooms, and 17 Science Laboratories. The Laboratories are upgraded as and when needed.The college has 2 auditoriums, 2 common and 3 departmental staff rooms, separate boys' and girls' common rooms, separate rooms for NCC, NSS, WDC and 2 elevators with generator backup. The entire premise is under surveillance through 225 CCTV cameras.

ICT facilities are available in classrooms and laboratories.There are 410 computers in the college. All the departments are equipped with computers having 50 Mbps internet speed. Computers are upgraded from time to time. Wi-Fi connectivity is provided at Common Staff Room and Physics Laboratory.

The college has Sports Complex on the fourth floor which is utilized for indoor sports namely Carom, Chess, Table Tennis, etc. Multipurpose mattresses are used for sports such as Wrestling, Karate, Taekwondo, Judo as well as Kabaddi. Sports Complex houses separate well-equipped gymnasiums for boys and girls.

The Library repository consists of 48000 books and subscribes to 78 journals. The Library also has access to e-journals and e-books through N-LIST and other e-resources. The library has reading halls for students and teachers and has separate sections for differently-abled students and preparation for competitive examinations. The library is automated with SOUL software developed by INFLIBNET, using which acquisition, cataloguing and circulation are done. OPAC facilitates browsing of Library Resources.

Student Support and Progression

Student support is given in the form of scholarships, freeships, endowment prizes, Student Mutual Aid fund (SMAF), placements , career counselling, Vocational Education and Training (VET), Student Activity Centre(SAC), Earn and Learn Scheme, Grievances Redressal.

Students from economically weaker sections of the college have availed of scholarships and freeships provided by the Government. The institute felicitates the meritorious students by awarding endowment prizes. Guidance for competitive examinations and career counseling is offered to students during Career Mantra which exposes

students to various opportunities. Vocational Education and Training is imparted to the students through various skill based programmes organized as a part of Certificate Courses and SAC activities of the college. The college has an effective mechanism for Grievance Redressal of students. The Internal Complaint Committee, Women Development Cell and Anti-ragging Cell also cater to the grievances of the students.

Effective networking between the placement cell and the employers have resulted in placement of 250 students over the last 5 years.

Their commendable performances at the National and International level and state level have earned accolades for the college in the form of 37 prizes in Sports and 71 in Cultural events.

College implements **12** capability building and development programmes.

The 'Student Council' is constituted as per the norms of the Maharashtra Universities Act, 1994.There is active participation of students in administrative and academic bodies and various committees through which they contribute with their views and support. The college effectively networks with its alumni and has registered the Alumni Association on 27/6/18

Governance, Leadership and Management

College governance and management begins with the College Management, which is the highest decision making authority. The College Development Committee (CDC), as constituted, designs the strategic plans, monitors the execution of plans, controls and coordinates all the activities of the College. The Principal implements the decisions of the CDC by constituting several standing and task force committees. The Internal Quality Assurance Cell is instrumental in planning and executing the quality enhancement initiatives in all processes.

The Management provides adequate funds for conducting all academic and extracurricular activities. The Principal monitors effective utilization of funds. Farsightedness of the Management encourages the human resources to put in maximum efforts.

The College has an efficient internal management system under the leadership of the Principal for designing and implementing its policies and plans effectively. The interaction of the Principal with staff has positively contributed towards motivating them for shouldering greater responsibilities. There is teamwork in the college for implementing all plans and policies.

An effective feedback system is in place, seeking feedback on various aspects. Appraisal of performance of teaching and non-teaching staff is done regularly.

The Management has appointed an external auditor firm to conduct the audit of the college accounts and submit its report annually. University and UGC authorities conduct audit of the utilization of funds sanctioned by them.

Institutional Values and Best Practices

The College has conducted workshops, film festivals on this theme and has organised programs on

constitutional laws, programmes on health issues. Girls have a separate common room and counselling facilities. The college has constituted the Women's Development Cell and Internal Complaints Committee (ICC) to address problems of students, teachers and staff pertaining to sexual harassment.

Activities like planting of trees, vegetation survey and tree census are conducted. Students and teachers are encouraged to use public transport. The college promotes minimum use of paper and segregates wet and dry refuse. Wet refuse is processed with the aid of tumbler composter. E-waste is disposed off through Thane Municipal Corporation. Rain water harvesting project has been implemented in the college.

The institution has a defined code of conduct for the students and the staff. The college maintains complete transparency in the admission process, academic, financial, administrative and auxiliary functions.

Birthdays of prominent leaders and important national days are celebrated to imbibe the spirit of nationalism and patriotism among the students.

Majority students are first generation learners. College studies the reasons for their poor performance and takes measures to improve the same, by building self-confidence in them and by helping them develop essential life skills.

Management encourages and supports research activities by providing funds and infrastructure. The impact of such effort gets reflected through the incremental academic growth of students.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SATISH PRADHAN DNYANASADHANA COLLEGE,THANE (ARTS, SCIENCE AND COMMERCE)
Address	Off Eastern Express Highway, Dnyanasadhana Marg, Thane (West)
City	Thane
State	Maharashtra
Pin	400604
Website	www.dnyanasadhanacollege.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Associate Professor	D. D. Mulajkar	022-25447163	8451844373	-	dhananjaymulajkar@gmail.com
Principal	C. D. Marathe	022-25821615	9869467614	022-25801999	dnyanasadhanacollege@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

Date of establishment of the college	13-06-1983

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Maharashtra	University of Mumbai	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	03-07-2006	View Document
12B of UGC	03-07-2006	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

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

Recognitions

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

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	Off Eastern Express Highway, Dnyanasadhana Marg, Thane (West)	Urban	2.25	9463.43

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	**Name of Programme/Course**	**Duration in Months**	**Entry Qualification**	**Medium of Instruction**	**Sanctioned Strength**	**No.of Students Admitted**
UG	BSc,Physics	36	xII	English	40	12
UG	BSc,Chemistry	36	XII	English	140	61
UG	BSc,Botany	36	XII	English	40	12
UG	BSc,Mathematics	36	XII	English	20	0
UG	BA,History	36	XII	Marathi	80	16
UG	BA,Marathi	36	XII	Marathi	20	8
UG	BA,Sociology	36	XII	Marathi	60	53
UG	BA,Economics	36	XII	Marathi	80	61
UG	BCom,Commerce	36	XII	English	600	329
UG	BCom,Accounting And Finance	36	XII	English	120	65
UG	BCom,Banking And Insurance	36	XII	English	120	55
UG	BMS,Management Studies	36	XII	English	120	87

UG	BA,Mass Media	36	XII	English	60	49
UG	BA,Film Television And New Media Production	36	XII	English	60	0
UG	BSc,Computer Science	36	XII	English	120	37
UG	BSc,Information Technology	36	XII	English	120	0
PG	MSc,Chemistry	24	B.Sc.	English	20	20
PG	MSc,Botany	24	B.Sc.	English	20	6
PG	MA,History	24	B.A.	Marathi	60	3
PG	MA,Sociology	24	B.A.	Marathi	60	1
PG	MCom,Business Management	24	B.Com.	English	60	31
PG	MCom,Advance Accountancy	24	B.Com	English	60	48
Doctoral (Ph.D)	PhD or DPhil,Chemistry	36	M.Sc	English	5	4
Doctoral (Ph.D)	PhD or DPhil,Commerce	36	M.Com.	English	5	3

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				4				25				14
Recruited	1	0	0	1	8	15	0	23	6	8	0	14
Yet to Recruit				3				2				0
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				68
Recruited	0	0	0	0	0	0	0	0	3	4	0	7
Yet to Recruit				0				0				61

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				101
Recruited	54	10	0	64
Yet to Recruit				37
Sanctioned by the Management/Society or Other Authorized Bodies				42
Recruited	34	6	0	40
Yet to Recruit				2

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualificatio n	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	6	6	0	2	3	0	18
M.Phil.	0	0	0	0	5	0	1	2	0	8
PG	0	0	0	1	4	0	1	3	0	9

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

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

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	34	27	0	61

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

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Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Doctoral (Ph.D)	Male	5	0	0	0	5
	Female	2	0	0	0	2
	Others	0	0	0	0	0
Certificate	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
UG	Male	2029	9	0	1	2039
	Female	1625	3	0	0	1628
	Others	0	0	0	0	0
PG	Male	82	2	0	0	84
	Female	119	0	0	0	119
	Others	0	0	0	0	0

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

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	282	231	234	209
	Female	236	223	227	194
	Others	0	0	0	0
ST	Male	47	53	45	45
	Female	34	29	25	24
	Others	0	0	0	0
OBC	Male	352	323	404	265
	Female	321	304	332	207
	Others	0	0	0	0
General	Male	1335	1252	1324	1461
	Female	1052	1051	1073	1228
	Others	0	0	0	0
Others	Male	112	90	108	82
	Female	106	94	90	56
	Others	0	0	0	0
Total		3877	3650	3862	3771

3. Extended Profile

3.1 Program

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

Response: 654

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
24	24	18	18	16

3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3878	3650	3862	3771	3762

File Description	Document
Institutional Data in Prescribed Format	View Document

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

2017-18	2016-17	2015-16	2014-15	2013-14
1154	1126	916	917	867

File Description	Document
Institutional data in prescribed format	View Document

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

2017-18	2016-17	2015-16	2014-15	2013-14
954	974	1146	1084	1075

10-10-2018 01:33:03

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

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

2017-18	2016-17	2015-16	2014-15	2013-14
44	43	44	43	40

File Description	Document
Institutional Data in Prescribed Format	View Document

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

2017-18	2016-17	2015-16	2014-15	2013-14
112	104	94	93	93

File Description	Document
Institutional data in prescribed format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 60

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

2017-18	2016-17	2015-16	2014-15	2013-14
361.30585	363.21791	226.82914	296.07679	176.24431

Number of computers

Response: 410

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

- The College has an established mechanism to monitor effective implementation of the curriculum.
- Faculty meetings at the departmental level are conducted at the end of every semester for workload distribution of next semester. Topics are assigned as per the specialisation and expertise of the teacher.
- Teacher's Diary is provided to the teachers to record their academic activities
- Academic Calendar is prepared at the beginning of each academic year and it is uploaded on the website. It is also made available to the students on notice board. Faculty members give wide publicity to it during their lectures.
- Teachers plan their teaching schedule at the beginning of the semester and ensure its completion as per the schedule.
- The Heads of Departments monitor the syllabus completion through periodical departmental meetings.
- Bridge Courses are conducted for effective learning.
- Students centric methods such as experiential learning, participative learning, project based learning, computer assisted learning are effectively used.
- The departments organise a number of co-curricular, extra-curricular activities, guest lectures, workshops, class room seminars, peer teaching, open book test and book reviews.
- The college has a central library aided with OPAC facility with access to INFLIBNET, books, journals and e-resources. College provides Book Bank facility to the students from economically weaker section. Each department has departmental library.
- IQAC plays a proactive role in the monitoring of this process.
- Academic activities are regularly monitored by the IQAC on the basis of syllabus completion report and other activity report mentioned in the diary.
- IQAC obtains the feedback from students on effective curriculum delivery and inputs are shared with the respective departments.
- **This effective curriculum delivery has lead to Incremental Academic Growth as shown in 7.3.1**

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

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

Response: 15

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

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	02	00	11

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Details of the certificate/Diploma programs	View Document
Any additional information	View Document

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

Response: 39.72

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

2017-18	2016-17	2015-16	2014-15	2013-14
09	03	01	01	03

File Description	Document
Details of participation of teachers in various bodies	View Document
Any additional information	View Document

1.2 Academic Flexibility

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

Response: 21.1

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

Response: 138

File Description	Document
Details of the new courses introduced	[View Document](#)
Any additional information	[View Document](#)

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

Response: 91.67

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

Response: 22

File Description	Document
Name of the programs in which CBCS is implemented	[View Document](#)

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

Response: 49.65

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

2017-18	2016-17	2015-16	2014-15	2013-14
2593	2200	1842	1511	1255

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	[View Document](#)
Any additional information	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

The College is sensitive to the various social issues, makes every effort to sensitize the students and integrates gender awareness, environmental issues, human values and ethics through cocurricular, extracurricular and extension activities.

Gender Awareness:

Curriculum

- Curricula of Foundation Course, Economics and Sociology at undergraduate and postgraduate level include topics related to gender awareness.

Supporting Activities

- Women's Development Cell, Department of Sociology, NSS and NCC organize various programmes such as guest lectures, workshops, street plays related to gender awareness. Details are given in 7.1.1.

Environment and Sustainability:

Curriculum

- Curriculum of F.Y.B.Com. incorporates Environmental Studies as one of the compulsory subject.
- Curricula of Foundation Course, Sociology, Chemistry and Zoology include the topics related to environment and its conservation.

Supporting Activities

- Department of Chemistry adopted the practice of recycling of solvent by its separation and distillation techniques. Chemicals synthesized in one experiment are reused for another experiment.
- Department of Botany has developed Botanical garden and vertical garden on the campus. College had taken the responsibility for the upkeep of Garden of Thane Municipal Corporation adjoining to the campus.
- The college has provision for rain water harvesting.
- The college has installed a solid waste management unit and arranged lecture on 'Solid Waste Management and Career Opportunities in Solid Waste Management'.
- E-waste Club conducts awareness programs for students and housing societies. E-waste collected from stake holders is handed over to Thane Municipal Corporation for safe disposal.
- The college has conducted Energy Audit, Carbon Audit, Tree Census and Vegetation Survey.
- Bicycle rally to create environmental awareness, tree plantation, *Vanrai bandhara* during rural camp of NSS, excursions, film screening on various topics related to environment issues and awareness and workshop on eco-friendly *Ganapati* idol making are organized regularly.
- During *Ganapati* festival NSS students help Thane Municipal Corporation in collecting and disposing of *Nirmalya* (Floral waste) which is converted into compost.
- A National Level Conference on 'Environmental Issues and Benefits with Special Reference to Polymer Industries' was organized by the Department of Chemistry.
- Lecture on "Mumbai Delhi Industrial Corridor: Awareness on negative implication of this project on Environment and People" by Ms. Ulka Mahajan.

Human Values and Professional Ethics:

Curriculum

- Topics related to Human Rights are incorporated in the curricula of Foundation Course, Economics, and Sociology at under graduate and postgraduate levels.
- Topics related to Professional ethics are included in the curriculum of Bachelor of Management Studies and B.Com. in Banking and Insurance.

Supporting Activities

- One Act Play '*Le Mashale*' on naked protest by women in Manipur against Armed Forces (Special Powers) Act.
- A play 'Right to Pee' on Human Right Day, orientation programme for freshers includes ragging prevention, fair use of the college property, students' ethics etc.
- Workshop on Self Identity, lecture on 'War and Peace', programme by Muktangan, Pune on de-addiction
- Visit to Orphanages, old age homes, jail, Ideal Villages (Ralegan Siddhi, Hivare Bazar),
- Active participation in 'Signal School' and Thane Municipal School No. 130

Overall personality development and social responsibility are the focus of all these activities.

File Description	Document
Any Additional Information	View Document
Link for Additional Information	View Document

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 15

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 15

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document
Brochure or any other document relating to value added courses.	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 4.82

1.3.3.1 Number of students undertaking field projects or internships

Response: 187

File Description	Document
List of students enrolled	[View Document](#)
Institutional data in prescribed format	[View Document](#)

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise
A.Any 4 of the above

B.Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A.Any 4 of the above

File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	[View Document](#)
URL for stakeholder feedback report	[View Document](#)

1.4.2 Feedback processes of the institution may be classified as follows:
A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

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

File Description	Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

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

Response: 0.24

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

2017-18	2016-17	2015-16	2014-15	2013-14
09	06	12	11	07

File Description	Document
List of students (other states and countries)	[View Document]
Institutional data in prescribed format	[View Document]

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 89.05

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

2017-18	2016-17	2015-16	2014-15	2013-14
1832	1797	1643	1627	1568

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

2017-18	2016-17	2015-16	2014-15	2013-14
2219	2165	1764	1759	1667

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

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

applicable reservation policy during the last five years

Response: 64.57

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

2017-18	2016-17	2015-16	2014-15	2013-14
732	698	650	523	602

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.2 Catering to Student Diversity

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

Response:

The college has developed the procedure for assessment and identification of slow and advanced learners into a three step process:

1. The Admission Committee of the College identifies students with multiple attempts during the admission process and submits a report to the IQAC.
2. Slow and advanced learners are identified by the teachers, through regular interaction during lectures, practicals and tutorials. Various evaluation techniques like class tests, home assignments, projects, PPT presentations and group discussions also help to identify the slow and advanced learners.
3. Examination Committee submits the list of unsuccessful students for every semester to IQAC. The Remedial cell hands over the list of course wise unsuccessful students for every semester to the respective department.

IQAC takes the following initiatives for slow and advanced learners:

- Orientation program in the beginning of every year for newly admitted students
- Bridge Courses and Special Revision Lectures in the first week of each term to revise basic concepts of the respective subjects and to maintain continuity with the previous year's topics
- Regular use of ICT by teachers.
- Use of vernacular medium by teachers for the benefit of learners not well versed with English

- Elaborate discussion of subject related queries during Tutorials /Practicals on individual basis
- Home assignments
- Extensive Question Banks
- Motivational and guidance guest lectures
- Mentoring sessions
- Interactive sessions of alumni and current year learners
- Preliminary examinations
- Industrial visits, Field visits, Study tours and Court visits to get better insight of the various Processes, Historical Significance and Procedures
- Hands-on training on Computers, use of Instruments and techniques for skill development
- Practice sessions for practical subjects like tax, accounts with A to Z approach i.e. from simple to difficult concept based problems
- Remedial cell prepares the schedule for conducting remedial lectures and hands over the same to the respective heads of the departments, who then arrange for the remedial coaching in their respective subjects.

In addition to above activities, advanced learners are motivated to go beyond syllabus.

They are motivated to

- Participate in workshops and seminars
- Participate actively in conducting exhibitions and educational game fairs
- Participate in various intercollegiate competitions
- Taking part in peer teaching
- To prepare research papers and projects
- Participate in the Inter-collegiate research convention "AVISHKAR" organised by University of Mumbai
- Participate in student enrichment programmes and training programmes such as MTTS (Mathematics Training and Talent Search) programme for second year students
- Appear for Competitive Examinations
- Participate in Certificate Courses conducted by the college
- Write articles in College as well as Departmental magazines
- Participate in co-curricular activities conducted by various organizations
- Internship facilities, field projects for aspiring learners

Apart from above the following efforts are also taken

Concerned teachers provide them additional learning material and references

Meritorious students are felicitated at the Annual Prize Distribution Ceremony, Foundation Day and by respective departments.

Some Advanced Learners are part of Student Council, a representative body of students

File Description	Document
Any additional information	[View Document](#)

2.2.2 Student - Full time teacher ratio

Response: 88.14

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.21

2.2.3.1 Number of differently abled students on rolls

Response: 08

File Description	Document
List of students(differently abled)	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Any other document submitted by the Institution to a Government agency giving this information	[View Document](#)
Any additional information	[View Document](#)

2.3 Teaching- Learning Process

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

Response:

Student centric methods are focussed on the needs of students, their abilities, interests and learning styles, where the teacher acts as a facilitator. Classroom teaching is one-to-many, but to make it more student-centric, various strategies are adopted by the teacher.

Experiential learning:

At the beginning of academic year, departments plan to provide optimum experiential learning to the students through:

Field visits/ Industrial visits/Excursions are part of curricula of Botany, Physics, Chemistry and self-financed courses such as BMM, BMS, BAF, BBI, BSc (CS), BSc (IT), BA in FTN

Court Visits are organised for the Business law students to understand the working of Courts.

Bank/SEBI/BSE Visits by Department of Accountancy, Commerce and Economics

APMC visit by Department of Business Economics

Study tours by Department of History, Economics and Sociology.

Heritage Walks by Department of History and Sociology

Student Activity Centre, unique of its kind, conduct skill based workshops such as environment friendly *Ganapati* idol making, Jewellery making, Preparing Cakes and Muffins, Home decorative items, Grooming sessions, lantern making, pot painting, embroidery and dish garden.

Hands-on training on Computers for first generation learners, plant propagation techniques, outdoor and indoor gardening techniques for students of Botany, Cartography skills for Environmental studies students. These activities enable students to learn soft-skills related to their curriculum.

Interview Techniques and Personality Development for final year students to prepare them for the competitive job market.

Participative Learning:

Exhibitions:

- 'PICTURESEQUE' on photography by BMM students
- 'PHYSINOVA' on science projects by Physics students
- 'TRADEZANIA' an 'exhibition-cum-sale' of the products made by BMS students.
- 'UrjaSetu', a platform to exhibit and sell the products made by the students during the SAC activities
- 'Poster Competition' by Department of Chemistry
- 'MATHEGON' (Mathematical games) and 'Maths Magic show' organised by the Department of Mathematics
- "Digital Beats" an I.T. festival, Business Games
- 'Rangoli Display' depicting various Economics Concepts in Rangoli.
- Molecular Structure Writing Competition and Reaction Mechanism Competition by the Department of Chemistry
- 'Quiz' by Department of Chemistry and Department of Physics
- Mock 'Share–trading' activity and Moot Courts by Department of Commerce help students to build their confidence and prepare them for the challenges they will face in the outside world.
- 'Mudra', a magazine by Department of Marathi
- 'Quintessence' by Department of Physics
- 'Mathematical Circle' by Department of Mathematics.
- Invitee guest lectures by experts, seminars and group discussions are organised by various departments for broadening their subject knowledge.

Problem Solving Methodologies:

Strengthening students in Problem solving techniques is rendered through extensive coaching and practice sessions in subjects such as Mathematics, Statistics, Accountancy, Costing, Taxation, Chemistry, Physics, Biostatistics and Genetics. Vedic Mathematics techniques are used as one of the problem solving tools for mathematics.

File Description	Document
Any additional information	[View Document](#)

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

Response: 100

2.3.2.1 Number of teachers using ICT

Response: 44

File Description	Document
List of teachers (using ICT for teaching)	[View Document](#)
Provide link for webpage describing the " LMS/ Academic management system"	[View Document](#)

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

Response: 53.12

2.3.3.1 Number of mentors

Response: 73

File Description	Document
Any additional information	[View Document](#)

2.3.4 Innovation and creativity in teaching-learning

Response:

To nurture critical thinking, creativity and scientific temper among the students various innovative methods in teaching and learning process are adopted.

Critical thinking, Creativity and Scientific temper individually or together can help build students as promising individuals to face the challenges of the competitive world.

Critical Thinking amongst students is developed and encouraged through:

- Environment consciousness imparted amongst students through activities such as 'UrjaSetu' (here

eco-friendly products are produced by students and sold through which they earn revenue). This inspires and prepares them to take up greater challenges of the world. **S**tudent **A**ctivity **C**enter (SAC), 'Green Friendship Day', activities by NSS, NCC and Civil Defence to mould students into "Green Citizens".

- Visits to Nature Parks, Excursions, and Industrial Visits help broaden their thinking horizon and practical understanding of theoretical concepts.
- Projects are a part of the curriculum of certain courses. Various topics are assigned for these projects. Students use their critical thinking ability as well as their scientific temper to complete the projects.
- Students work in unison with their teachers to organise workshops and seminars for the Departments.
- Certificate courses are designed to enhance the critical thinking ability, creative ability and scientific temperament of the students. Soft skills and Entrepreneurship skills are also developed simultaneously.
- Case studies and Academic and Social surveys are conducted by students during NSS camps and also during Research.

Creative abilities of the students are developed through:

- Publishing Departmental Magazines for which students are involved in conceptualising, designing, writinging and editing articles for the magazines.
- Role-plays, Dramatization, organising competitions like 'SPELLATHON', Pronunciations, Shri. S.V. Kulkarni Intercollegiate English Elocution Competition, G.K. Phanse Intercollegiate Marathi Elocution Competition, E-Lecture on Email writing, Group Discussions, One Minute Extempore and Quiz competition, Vocabulary Building and Dictation, Book Review, Picture Comprehension, Poetry Recitation, Subject related graphical Rangoli.
- Screening of Movies helps to develop the concept of creativity and critical thinking amongst students.

- Preparation of short films by students.

- Skill based workshops/activities by SAC build creativity as well as Entrepreneurship skills amongst students.
- Competitions, activities like 'Best out of waste', Business games and Business puzzles

Scientific temperament of students is developed through:

- Participation in Research conventions like 'AVISHKAR' and presenting Research papers.

- Organising Science exhibition "PHYSINOVA" by Department of Physics and photography exhibition "PICTURSEQUE" by students of BMM.
- Organising Mathematical game fair "MATHEMATICA", "Math Magic Show" by students of Department of Mathematics

- Use of ICT techniques in teaching like Power Point Presentations, YouTube Videos, Simulations, Applets, Mathematical softwares. These techniques help make students techno-savvy, updated with the latest technology and their applications
- Students are assigned research projects, wherein they make use of the above ICT techniques during

the presentations

- Hands-on training on computers, instruments and technical skills for first generation learners

2.4 Teacher Profile and Quality

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

Response: 43.34

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document

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

Response: 40.11

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

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

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document
Any additional information	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 19.41

2.4.3.1 Total experience of full-time teachers

Response: 854

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

Response: 51.4

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

2017-18	2016-17	2015-16	2014-15	2013-14
07	08	02	03	02

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters (scanned or soft copy)	View Document

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

Response: 0.58

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

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

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

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

Response:

Being affiliated to the University of Mumbai, The evaluation norms laid down by the University are strictly followed by the college. Examination committee conducts training programs to implement the evaluation reforms made by the University prior to its implementation. Evaluation reforms initiated by the college are in line with University guidelines.

Academic Calendar prepared by IQAC contains Continuous Internal Assessment Examination dates. The same is displayed on the college notice board as well as on website. Teaching Plan includes evaluation procedures. Students are made aware of the evaluation process during the orientation programmes at the beginning of the semester. A bulk SMS facility is used to send important messages to the students and their

parents.

Topic wise question banks are provided for all subjects. The college regularly conducts group discussions, seminars and guest lectures. To improve writing skills, students are asked to write assignments as well as case studies. The college conducts Unit Tests, Preliminary Examination, Mock Online MCQ Tests and Mock Practical Examinations, as per the requirement of the concerned syllabi of different classes. The tests are prepared and conducted as per the University examination pattern. Students are encouraged to solve previous years' University Examination question papers.

The results of each test are strictly declared within a week of the conclusion of the test. The students can see their respective answer sheets and discuss their queries with concerned staff. Result Analysis is done by the class teachers after every Test. The performance of the students is monitored by the Principal and the necessary feedback is given to the concerned faculty members. The Principal conducts review meetings department wise to discuss the result analysis.

The students whose performance is poor are given remedial lecture sessions.

These reforms have resulted in substantial improvement in students' performance through comprehension of difficult topics, improved time management, enhanced writing skills and individualized attention.

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

Response:

For Aided Courses, Internal examination was applicable only for the academic years 2013-14 to 2015-16. It was conducted in the form of class tests, as prescribed by BOS. Syllabus for internal examination in respective subjects was announced in advance by teachers.

From the academic year 2016-17, although University didn't prescribe any internal assessment, various departments continued internal assessment of students on the following lines:

- Students were required to submit projects on syllabus related topics in the subject of Foundation Course, Foundation Course (Physical Education) for semester I, II, III and IV.

- For better performance of the students at TY level, regular unit wise class tests are conducted by various departments. Answer scripts are shown to the students to discuss Corrections with respective teachers. Some departments invite parents to discuss progress of their wards.
- EVS department conducts test on map interpretation and plotting of locations on outline maps. Answer scripts are shown to students.
- Some departments conduct preliminary examinations, provide three different model question

papers for students to practise which help to improve their performance in final examination.

- Assignments are given to students as a writing practise and corrected by respective teachers.

For Self Financed Courses, the internal assessment is prescribed by BOS, for 25 marks, of which 05 marks are for attendance and class participation.

- Attendance and participation marks are allotted by the individual teachers on the basis of their performance at the time of class assignments, seminars and projects given during the course of academic year. Whereas, for the remaining part, tests are conducted or assignments or projects are given as per the directives of the respective Board of Studies

For Post Graduate Courses, internal assessment, for M. Com. examinations, is undertaken by conducting tests. The question bank is given to the students and tests are conducted as per the time table and as per the pattern given by BOS consisting of objective type and descriptive type questions.

For, M. Sc. in Chemistry and Botany, internal assessment is undertaken on the basis of seminars, in which students make presentations on PPTs or otherwise or are given projects.

For, M. A. in History and Sociology, internal assessment is done partly on the basis of assignment on any topic selected by the students and partly on the basis of tests.

In the last semester, the BOS prescribes students to submit dissertation and viva-voce. The students are given the freedom to select topic for the dissertation.

Guidelines for setting of question papers and evaluation are decided by the respective BOS of the affiliating University.

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

Response:

Redressal of grievances is done as per the University of Mumbai's guidelines. These guidelines are common for the college and university. At the College level, such cases are addressed to the Examination Committee and unfair means committee to resolve within a maximum period of 15 days promptly and confidentially.

Process: Online submission of **Examination form,** Issue of Examination Hall Ticket

Grievances: Discrepancies in Name and Subject Selection

Correction mechanism: Applications from students are sought by college Examination Committee to make necessary corrections within the stipulated time period (15 days)

Process: Evaluation

Grievance: Verification and Revaluation

Correction mechanism for Verification:

Student has to fill application form for rechecking total marks obtained in the paper. A member of the Examination Committee checks the papers for any unassessed questions or for totalling errors and takes necessary action, if any correction is required. The corrected mark list is handed over to the student within the stipulated time.

Correction mechanism for revaluation:

- A student can obtain photocopy of the answer sheet of the desired subject by filling application form.
- The student gets the photocopy of the desired answer sheet within given period.
- If student desires revaluation of the answer sheet then he/she needs to apply for the same. Marks allotted by examiner and moderator are covered by black sheet and answer paper is reassessed by external examiner. In case of variation of more than 10% of the allotted marks, the changed result is given to the respective student within the given time.

Process: Other Grievances: Discrepancies in Mark Sheet

Correction mechanism:

- College asks for a written application from the student regarding the grievance.
- The Examination Committee then scrutinizes the grievance in the application and makes Corrections, if required, within the given period and the revised mark-sheet is given to the student.
- Grievances related to examinations conducted by the University are directed to the University for redressal.
- For class tests, preliminary examinations, assignments, students are shown the answer sheets to justify the marks scored.
- The results are handed over to the students in the presence of their Parents who discuss the progress of their wards.

For Revaluation - http://mu.ac.in/portal/?s=revaluation
For Examination - http://mu.ac.in/portal/student-section/examination/

For Unfair means - http://archive.mu.ac.in/syllabus/O.5050.pdf

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

Response:

The University of Mumbai displays the academic calendar on its web site, that specifies the date of admission, examinations and the schedule of its various activities, along with the government holidays. IQAC prepares academic calendar and schedule various activities of the college accordingly. The Examination Committee prepares the time table of internal as well as external examination and

communicates the same to teachers and students well in advance. The schedule of submission of question papers is informed so that the teachers get ample time to set the question papers as per the university norms. The invigilation duties are communicated well in advance. The Heads of Departments of Science Faculty adjusts their schedule of practicals accordingly.

The assessment of internal examinations is carried by teachers within a given stipulated time and mark sheets are submitted to their respective HODs. Analysis of student's performance and steps to improve it is done in departmental meeting. Teachers discuss the overall performance of the students in their respective classes as the marks scored by the students should not be disclosed to them as per University rules. These marks are then uploaded on University Portal and then added to their marks in external examination.

All activities including curricular, co-curricular and extra-curricular are planned by departments and various committees. The departmental academic calendar contains, among other matters, the schedule of various components of CIE. Students give their feedback during regular lectures.

File Description	Document
Link for Additional Information	[View Document](#)

2.6 Student Performance and Learning Outcomes

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

Response:

Board of studies of some subjects of University of Mumbai have defined Program Specific Outcomes and Course Outcomes. In case of other subjects, concerned departments have defined Program, Program Specific and Course Outcomes. PO, PSO and CO is displayed on the college notice boards and college website. Students are informed about the same in the Orientation Lecture conducted for First year students. Even during regular lecturing teachers inform the students about overall objective of the Course. College monitors and evaluates PO, PSO and CO.

Arts   Faculty
- http://www.dnyanasadhanacollege.org/docs/Academics/1.Arts%20Faculty%20Courses%20Outcomes.pdf

Science   Faculty
- http://www.dnyanasadhanacollege.org/docs/Academics/2.Science%20Faculty%20Outcomes.pdf

Commerce   Faculty
- http://www.dnyanasadhanacollege.org/docs/Academics/3.Commerce%20Faculty%20Outcomes.pdf

Self-Financed Courses - http://www.dnyanasadhanacollege.org/docs/Academics/4.Self-Finance%20Courses%20Outcomes.pdf

File Description	Document
Link for Additional Information	[View Document](#)

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

Response:

IQAC prepares academic calendar, in the beginning of the academic year, taking into account program outcomes, program specific outcomes and course outcomes.

Attainment of PO and PSO under the direct method is evident from the data mentioned in 7.3.1 The range for incremental academic growth, specified therein, for different courses is as follows:

For B.A. the incremental academic growth ranges from 67.39%to 95.91% that for B. Sc. it is 55.07%to 96.29%, for B.Com. it is 28.08% to 68.40%, for BMM 20.58% to 34.37%, for BMS 17.77% to 71.79%, for BAF 12.98% to 63.46%, BBI 8.57% to 45.45%.

The successful attainment of outcome is also reflected in the results for the final year. Average pass percentage for last five years is 70% and the number students going for higher studies in the academic year 2017-2018 is 78.

Course outcome is spelt out in the beginning in the classroom by the teachers. Various methods such as, chalk and duster, lectures in simple language, and use of ICT all are useful in transferring the subject content to the students. Evaluation is done through question-answer session in the class.

Under the indirect approach, continuous evaluation is done on program, program specific and course outcome through written assignments, presentations in the classroom by students. This enables the students to interact with the peers about the Course Outcome.

Each course and program gives students some capacity to think on their own. To give encouragement to thinking ability we arrange debate, power point presentations which helps them to understand the program in a clear manner. The gap between what is expected and the understanding is bridged through games, discussions and active participation of students.

The importance of undergoing and achieving appropriate Programme Outcomes is also conveyed to the students, through the interaction with the industry, in programmes, such as 'Career Fair' organised in the college. On an average 25 to 30 Organisations put up their stalls in the Fair. Final year students visit these stalls in large number and get benefit prof industry interaction. The number of placements made through such event was 58 in the academic year 2017-2018.

Science departments arrange Science exhibitions in which Charts, models, projects prepared by students

are displayed in the college premises for a period of time to motivate and appreciate the students to perform and aim higher in their subjects. Various extension activities enable the students to think out of the box and be creative, proactive and inculcate the values of ethics in students. Many of our students have participated in inter collegiate fests, sports meets at University, State and National level and have brought accolades to the institution. The extracurricular activities such as NSS and NCC have made our students achieve many awards and grades.

File Description	Document
Link for Additional Information	[View Document](#)

2.6.3 Average pass percentage of Students

Response: 64.9

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

Response: 3374

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

Response: 5199

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

10-10-2018 01:33:13

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 1.77

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

2017-18	2016-17	2015-16	2014-15	2013-14
0.54	0.34	00	0.85	0.04

File Description	Document
List of project and grant details	View Document
e-copies of the grant award letters for research projects sponsored by non-government	View Document
Any additional information	View Document

3.1.2 Percentage of teachers recognised as research guides at present

Response: 20.45

3.1.2.1 Number of teachers recognised as research guides

Response: 09

File Description	Document
Any additional information	View Document

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

Response: 0.51

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

Response: 22

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

Response: 214

File Description	Document
Supporting document from Funding Agency	[View Document](#)
Any additional information	[View Document](#)
Funding agency website URL	[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

Research Promotion Cell (RPC):

The RPC motivates teachers and departments to pursue research. It has facilitated development of:

- The Commerce Research Centre has 02 Research guides and 05 research scholars pursuing Ph. D.
- The Chemistry Research Centre has 05 research guides 04 research scholars pursuing Ph. D. Besides the basic instruments, the Centre is equipped with, 01 sophisticated instrument (UV-visible Spectrophotometer). It also offers M. Sc. By research in Chemistry, for which 06 students are currently enrolled.
- The Botany department has developed Tissue Culture Laboratory to conduct research in Tissue Culture.

ROLE OF MANAGEMENT

- Management has made a provision of Rs.1,00,000 for research promotion.
- Prompt relieving of the teachers availing FDP leave and allowing them the benefit of study leave in addition to the FDP leave.
- Teachers presenting papers in conferences and seminars are eligible for reimbursement of expenses (participation fees and travelling.)
- Financial assistance for Minor Research Projects

RESOURCES

- College library is well equipped with several reference books, 70 journals and access to N-list (reference books, E-journals)
- The college is having MOUs with Indian Rubber Manufacturers' Association, testing Lab recognized by Ministry of Commerce & Industry and Skylab Analytical Laboratory, recognized by Ministry of Environment & Forests. This enables the students to have access to the sophisticated equipments available at these labs.

- The college has *Research Colloquium,* which is a forum where research ideas, Ph.D.work, and, research work published in Journals and Conferences are presented by teachers among their colleagues.
- The Research **P**romotion **C**ell also encourages students' participation in research activities. Major thrust to research inculcation among students was given by hosting 'Avishkar Research Convention' at Zonal level, conducted by University of Mumbai. During the year 2016-2017, 27 students presented research projects/papers, out of which, 04 were shortlisted for University level, one student bagged Gold and another got silver medal. In 2017-2018, 22 students presented research projects/papers .
- The Student Activity Centre : the SAC has successfully given chance to the students to develop their entrepreneurial skills, along with their soft skills, through various skill oriented and certificate, co-curricular courses.
- The college has organized 05 National Conferences, 03 State level Workshop / seminar / training programme during the last 05 years. This has helped the teachers participate in the events related to their respective areas of specialization. In the last 5 years, 100 papers/posters have been presented by teachers at National/International conferences, and published in conference proceedings. 61 research papers are published by teachers, out of which 45 are in UGC notified journals.
- 17 teachers completed minor research Projects, funded from Research Promotion Fund.
- 5 students presented research papers at International Youth History Conference.
- 2 students presented projects in International Youth Science Congress, wherein 1 got silver medal.
- 06 students of chemistry completed research projects and published in International journals.

The overall output of the RPC has been encouraging and these activities would be consolidated and extrapolated to initiate an Incubation Centre, wherein inter-Institutional and inter-departmental research would be promoted.

File Description	Document
Link for Additional Information	[View Document](#)

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 168

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
60	35	28	31	14

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

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: Yes

File Description	Document
e- copies of the letters of awards	View Document

3.3.3 Number of Ph.D.s awarded per teacher during the last five years

Response: 0.22

3.3.3.1 How many Ph.Ds awarded within last five years

Response: 02

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

Response: 09

File Description	Document
URL to the research page on HEI web site	View Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

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

Response: 1.05

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

2017-18	2016-17	2015-16	2014-15	2013-14
08	04	13	13	07

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

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

Response: 3.15

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

2017-18	2016-17	2015-16	2014-15	2013-14
21	42	07	49	16

File Description	Document
List books and chapters in edited volumes / books published	View Document

3.4 Extension Activities

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

Response:

To sensitize students about various social issues, and to ensure their holistic development by making them active participants and problem solvers towards such matters. This is achieved through the following activities:

- **Youth for Disaster Management**

NSS activities inculcate leadership qualities among students, who have embarked upon career in various fields.

Our students have developed expertise in organising various social events, which is reflected in activities such as: Blood donation, Pulse Polio Immunization, Road safety week, Traffic management during *Ganapati* Immersion, Awareness rallies regarding- AIDS, Organ donation, Drug addiction, Peace Rallies, Street plays on various issues.

- **Upliftment of the Underprivileged**:

Contribution of Alumni in various social service activities is result of values inculcated through NSS. One such example is establishment of "Signal School'' (Offers education for deprived children).

- **Environment Enrichment & Conservation**

To build consciousness towards environment and its conservation among the students, the college conducts activities, such as, Tree plantation, '*Nirmalya*' (flowers offered to deity) collection during *Ganapati* immersion, Solid Waste Management, *Swachhata Abhiyan* in and around the college campus, E- Waste Management and rallies to promote protection of environment.

- **Contribution of youth in Government Initiatives**

Students help people from the lower strata of society to understand the government policy of digitization of economy, particularly during demonetization period. The students were oriented with the digital payment application (such as Paytm) and, they, in turn passed on this knowledge to daily wage earners such as, auto rickshaw drivers and local street vendors. NCC cadets extended help to people during demonetization period, they also managed crowd of people wanting to deposit demonetized currency. They also helped people in linking their *Aadhar* cards to their Bank Accounts.

Gender sensitization

To sensitize students towards gender equality, a two day workshop *titled "OLAKH SWATACHI"* (Self Identity) was conducted.

1. Rallies on *'Beti Padhaao, Beti Bachao'* organized during NSS camp
2. Sex education for girl students
3. Cervical Cancer awareness program for girl students

4. Self-defence workshop for girl students
5. Blood HB/ CBC checking for girl students
6. Program *"Manacha Mujara*: Mapping the journey of women empowerment" in collaboration with Joshi-Bedekar college
7. Program on Awareness about sexual harassment law
8. A street Play organised on *"Chala Annyayala Samore Jawuya"* to give the message that women should fight for their self-dignity.
9. Three research projects on sexual harassment in *'Avishkar –16'* Intercollegiate Research Convention, organized by University of Mumbai.

- **Rural Development Camp:**

Students stay in rural environment for a period of 7 days. During their stay, they visit the surrounding padas, conduct socio economic surveys and also undertake activities to improve the health of people and improve conditions in the surrounding environment such as medical camp, *Swachata Abhiyan*, *BalMela,* and construction of check dams. They also present street plays, to address social issues such as save girl child, adult literacy and abolition of superstitions.

- **YCMOU:**

College has a center of Yashvantarao Chavan Maharashtra Open University, which offers B.A. and B.Com programme. The center enrolled 6,629 students during last five years.

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

Response: 25

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

2017-18	2016-17	2015-16	2014-15	2013-14
07	08	06	02	02

File Description	Document
Number of awards for extension activities in last 5 years	[View Document]()
e-copy of the award letters	[View Document]()

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

Response: 125

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

2017-18	2016-17	2015-16	2014-15	2013-14
30	30	30	20	15

File Description	Document
Reports of the event organized	[View Document](#)
Number of extension and outreach programs conducted with industry,community etc for the last five years	[View Document](#)
Any additional information	[View Document](#)

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

Response: 47.33

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

2017-18	2016-17	2015-16	2014-15	2013-14
2180	1852	1660	1910	1357

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

3.5 Collaboration

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

Response: 94

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

2017-18	2016-17	2015-16	2014-15	2013-14
34	16	20	18	06

File Description	Document
Number of Collaborative activities for research, faculty etc	View Document
Copies of collaboration	View Document

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

Response: 24

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
09	04	05	06	00

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

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

Classrooms

- 51 Spacious, well – lit and well - ventilated classrooms.
- 20 classrooms with ICT enabled facilities.

Audio Visual Facility

- One **seminar hall** with seating capacity of 112 and a Smart Podium, two **Conference Rooms** with **ICT** enabled facilities.
- One ICT enabled **Open Auditorium (Janakavi P. SavalaramSabhagruha)**for multipurpose use
- Two **EyeRIS** Interactive Systems with inbuilt software which can transform any surface into a smart board.

Laboratories

- Spacious, well–lit and well–ventilated laboratories with **PCs, Laptops, Internet** and Wi-Fi connections.
- Laboratories well equipped with well-maintained Instruments, Computers with Internet facilities, Laptops, LCD Projectors, Display Screens, Display Boards, CCTVs, Specimen Museums, Storage facilities for Chemicals, Glassware and Electronic devices, Fire-fighting equipment, Voltage Stabilizers, Fuming chambers, Exhaust fans and First-Aid Kits, Eye-washer, Aver Vision F30.
- Two **research laboratories** (Chemistry and Botany) equipped with instruments like Laminar Air Flow, Autoclave, Electrophoresis Apparatus, Refrigerators, Single Beam Spectrophotometer (200–1100 nm), Turbidimeter, Deep freezer, Research and Stereo microscopes and Camera for Photomicrography.
- There are 4 Information Technology and Computer Science laboratories

Computing Equipments

There are 150 computershaving a 6th generation Intel **core i5 processors** with 4 GB RAM connected with Star Topology. The computers are protected with AntiVirus 300 Quick Heal. All the computers are connected to leased line internet with speed of 50 Mbps.

Wi-Fi connection is made available in Common Staffroom and Physics Laboratory.

Public Address System for providing the necessary information to the students.

Library

- Spacious, well–lit and well–ventilated **Library** fully computerized with Computers in **LAN** and 2 terminals made available for On-line Public Access Catalogue (**OPAC).** Library has a **Reading Room** with a seating capacity of **280**, **Knowledge Resource Centre** with 45 computers and internet facilities, **Network Resource Centre** with 8 Computers and **scanning, printing and photocopy facilities.**

- **In-Campus Botanical Garden** serving as a **repository** for plants and also an ideal space for **hands–on-training** of field experiments and certain **skill based techniques.**

- **College Campus** is used round the year for various Curricular and Co-Curricular activities such as **Career Mantra**, **S.V. Kulkarni Vyakhyanmala** (A two day lecture series by eminent personalities from various fields organized in memory of English Litterateur and academician, the then Vice-President of Dnyanasadhana Shri. S.V. Kulkarni).

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

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

Response:

Sports:

Total area of Gymkhana: 4100 sq. ft.

Year of Establishment: 1983

Sports Ground: Rectangular, Area 5075 sq. ft,

Facilities for Sports:

- Separate gymnasium for boys and girls having equipments like Treadmill, Stepper, Cycle, Four Station Gym, Cross Over Gym, Calf Machine, Abdominal Curl, Vibrator Belt, Bench Press, Vertical Leg Press, Arm Curling Machine and Peck Deck Butterfly Machine, Dumb-bells (2Kg to 10Kg).
- Gymkhana has facilities for **Indoor Games** like Carom, Table Tennis and Chess.
- College Campus ground is used for **Outdoor Games** like Volley-Ball, Hand-Ball, Kabaddi and Kho-Kho.
- For Cricket, Football and Athletics **Dadoji Kondadev Stadium, Police Ground and other similar grounds** are hired by the college as and when required.
- **Coaches** for games like kabaddi, khokho, cricket, volleyball and football are hired for giving appropriate training to the sports persons for better performance.
- **Sports Wear**s and **Sports Kits** are given to the participants of various Inter Collegiate, University, District and State and National level tournaments.
- **Sports equipments**are also made available to those students availing the Gymkhana facilities.
- **Multipurpose Mattresses** are available for various activities.
- The college has Panel of **Doctors and Physiotherapists** 'on-call' The Gymkhana has **Locker facility, Changing Rooms, Wash Rooms, Drinking water andFirst-Aid Kits**.
- College bears the **travel and food** expenses of the sportspersons.
- **Staff** accompanies the participants wherever necessary for support, safety and motivation.

Facilities for Cultural Events:

- The College has one Audio **Visual Room** with a smart podium and one **Open auditorium** having seating capacityof **750** with Audio-Visual facilities, for organizing Cultural Events. These are also used for **demonstrations** and **practice sessions**.
- **Terrace,** seating capacity of **700,** is used for hosting cultural events and for practice sessions
- **Musical Instruments** are made available in the college for various Cultural activities as and when required.
- **Camcorder** is available for recording
- **Directors** for stage-plays and **Choreographers** for Dance events are hired as experts to train the interested students and the participants
- **Funds** are provided to the participants for **hiring costumes** for cultural events and for **food** and **transport**
  - **Staff** accompanies the participants during their participation in various events for support, safety and motivation of the students.

- **College facilities** are made available during **Holidays** and **Vacations** for practice sessions
- **Concession** inattending lectures, practicals and examinations is granted to student participants as per University Norms. The respective teachers render extra coaching to the students thereafter.

Yoga

Multipurpose mats are made available for Yoga. Yoga activity is conducted on terrace and in P. Savlaram auditorium.

Utilisations of the Sports facilities are available to all students. This is facilitated through keeping the Sports Complex throughout the working hours of the college. Students who are not occupied in their classes and labs generally make use of this facility, hence they prove adequate.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

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

Response: 48.33

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 29

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	[View Document](#)
any additional information	[View Document](#)

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

Response: 25.79

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

2017-18	2016-17	2015-16	2014-15	2013-14
70	125	100	50	25

File Description	Document
Details of budget allocation, excluding salary during the last five years	[View Document]()
Audited utilization statements	[View Document]()
Any additional information	[View Document]()

4.2 Library as a Learning Resource

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

Response:

Library is computerized using Library Management Software **SOUL 2.0** developed by INFLIBNET (Information Library Network) an IUC (Inter University Centre) of UGC considering the needs of academic libraries. This is an user-friendly software providing total solution for library management and administration. Students can access the library resources through the **Online Public Access Catalogue (OPAC)**. Barcode issue-return system is in practice in the library.

The **Knowledge Resource Centre** in the library is equipped with 45 computers and LCD projector connected to internet from where students have access to **N-LIST** as well as other online resources. The **Network Resource Centre** facilitates the teachers with 8 computers with internet, printing, scanning and photocopying facility. The library harbours separate section for **differently abled** students and preperation of competative examinations.

The college library organizes annual '**Book Exhibition'** once in a year to make students aware of the Book resources in the library. In addition to this theme based exhibitions are organized on different occasions such as 'World Environment Day', 'International Yoga Day', 'Kargil Vijay Divas', 'Lokmanya Tilak Punyatithi', 'National Librarian's Day','Teachers day', 'Sanvidhan Divas', 'Jagatik Marathi Bhasha Din', 'Women's Day', 'Shahid Din','Science Day' etc.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

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

Response:

The library has a wide repository of books, journals, CDs, newspapers, rare books and e-resources. **Newspaper clipping** files (130) are maintained in the library on various topics. Separate sections of books are earmarked for the **competitive examinations.** The library provide **book-bank** facility to the students, around 500 students are benefitedby the facility every year. **Reading room** can accommodate 262 students and 22 teachers at a time

Rare Books	10 (*Mathematics, Economics, Marathi literatur*
Special Reports	1(*Mahajan Commossion Report*)
Other Knowledge Resources	123Reference books 347 CDs/DVDs (*PPT Lectures, Video lectures in Archieval*)

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

4.2.3 Does the institution have the following:

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

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A. Any 4 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document
Any additional information	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 12.16

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

2017-18	2016-17	2015-16	2014-15	2013-14
13.02	11.42	11.35	13.75	11.28

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document
Any additional information	View Document

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

Response: Yes

File Description	Document
Any additional information	View Document

4.2.6 Percentage per day usage of library by teachers and students

Response: 4.16

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

Response: 163

File Description	Document
Any additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The college has 51 classrooms out of which 20 are equipped with LCD projectors and other having provision to make use of it.

410 computers in the college are in network with an internet connectivity of 50Mbps dedicated 1:1 leased line. Wi-Fi connection is available in staffroom and Physics laboratory. Two **EyeRIS** Interactive Systems with inbuilt software which can transform any surface into a smart board.

Knowledge Resource Centre: It has 45 computers with internet facility and is equipped with LCD projector.

Network Resource Centre: It has 8 computers with internet and reprographic facilities (**printing, scanning, and photocopying**) for teachers. All the computers are equipped with software for **On Screen Marking (OSM)** for assessment of answer papers of the University of Mumbai.

Updation of IT facilities: Taking into accounts the revision of curriculum as well as other academic and administrative refinements the college has updated the IT facilities in last five years. Bandwidth of internet has been increased to 50Mbps on 29th September 2017.

*Date of Updation: **29th September 2017***

*Nature of Updation: From **4 Mbps** to **50 Mbps***

4.3.2 Student - Computer ratio

Response: 9.46

File Description	Document
Any additional information	[View Document](#)

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)
>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: >=50 MBPS

File Description	Document
Any additional information	[View Document]()

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

Response: Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	[View Document]()
Link to photographs	[View Document]()

4.4 Maintenance of Campus Infrastructure

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

Response: 28.17

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

2017-18	2016-17	2015-16	2014-15	2013-14
141.27	50.12	82.28	101.3	30.81

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	[View Document]()
Any additional information	[View Document]()

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic

and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

The college follows established systems of policies and procedures for maintaining infra- structural facilities and has appointed a fulltime Supervisor for the same.

Classrooms:

- The time table is framed in such a way that classrooms and labs are utilized optimally and without overlap.
- Allotment of classrooms depends on the strength of the students.
- AMC for cleanliness of classrooms is allotted to housekeeping services hired by the college
- Maintenance of furniture and fixtures by hired services as and when required.

Library

- Students are allowed entry to the library against their valid Identity Card.

- Students are entitled for issue of one book for home lending and one book for in-campus reading during library hours.
- The book issued from library must be returned within stipulated time failing which they are liable for fine.
- Students can access online resources through the **Knowledge Resource Centre** and teachers through **Network Resource Centre.**
- Attendance of the students is marked through digital attendance system and a sign-in-out register maintained in the library.
- Online Public Access Catalogue (**OPAC**) for accessing library resources.
- The Library has facilities for **Differently-abled** students with adequate infrastructure.
- Timings for reading room is 7.30 am to 7.00 pm

Sports Complex

- Entry to Gymkhana is against valid Identity Card.
- Sign-in-out register is maintain the record of use of Gymkhana facilities.
- Students are provided with required sports equipment's and lockers free of charge.
- Servicing of gymkhana equipment's is done when required.
- Gymkhana facilities are extended to the staff.

Laboratory

- The practical time tables are planned in order to achieve optimum utilization of laboratory space.
- The laboratory resources are shared between different departments as and when required.
- Manual as well as electronic records of laboratory inventory are maintained.
- 'Standard Operating Procedures' are followed for handling of instruments and equipment's.
- For purchase of chemicals 'just- in- time' theory is followed.
- Stock checking of inventory is done annually at the end of the academic year. Orders for the next academic year are placed against the stock results of the previous year.

- Obsolete equipment's are discarded by standard procedures.
- AMC's are issued for maintenance of instruments.
- Non-teaching staff acquires technical expertise by participating in various training programmes.
- Fire extinguishers are refilled after use/expiry.
- LPG fittings are regularly monitored and maintained.

IT

- The Computers are protected by the use of **anti-virus** (Quick Heal) which is renewed on expiry.
- The College has **Management Information System** (MIS), customized for operations such as admission procedures, fee collection, student feedback, on-line examinations, to name a few. There is a centralized server with Firewall for the college MIS through which internet is distributed to the entire premises. The MIS system is under comprehensive AMC with the service provider.
- The maintenance of IT Infrastructure is by AMC to a suitable service provider. One computer Engineer is stationed in the premises during college hours and additional expertise is made available by the service provider 'on call'.

Others

- Generator and Elevators are under AMC.

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 21.5

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

2017-18	2016-17	2015-16	2014-15	2013-14
757	762	831	851	866

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	[View Document](#)
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document](#)
Any additional information	[View Document](#)

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

Response: 3.86

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

2017-18	2016-17	2015-16	2014-15	2013-14
143	209	150	118	108

File Description	Document
Any additional information	[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

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

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: A. 7 or more of the above

File Description	Document
Details of capability enhancement and development schemes	[View Document]
Any additional information	[View Document]
Link to Institutional website	[View Document]

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

Response: 35.86

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

2017-18	2016-17	2015-16	2014-15	2013-14
2821	1643	1341	659	352

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

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

Response: 62.13

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

2017-18	2016-17	2015-16	2014-15	2013-14
3222	3127	2282	1762	1358

File Description	Document
Details of the students benifitted by VET	View Document
Any additional information	View Document

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

Response: Yes

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

5.2 Student Progression

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

Response: 4.85

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

2017-18	2016-17	2015-16	2014-15	2013-14
54	62	33	92	09

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document
Any additional information	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 8.28

5.2.2.1 Number of outgoing students progressing to higher education

Response: 79

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education	View Document

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

Response: 0

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

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

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

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

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	<u>View Document</u>

5.3 Student Participation and Activities

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

Response: 13

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

2017-18	2016-17	2015-16	2014-15	2013-14
03	01	03	05	01

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

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

Response:

The college constitutes Student Council as per the norms of the Maharashtra Universities Act, 1994.The composition of the Student Council is as follows:

General Secretary (GS)-1

Gymkhana Secretary (GYS)-1

Ladies Representative (LR)-2

NSS Representative-1

NCC Representative-1

Arts Circle Representative-1

The academic toppers are the class representatives of their respective classes. The GS and LR are elected by the class representatives whereas, GYS, NSS, NCC and Arts circle representatives are nominated by the Principal of the college on the basis of their credibility. The pivotal role of the Student Council is to present student related issues to the authorities for redressal.

Every department has its own set of volunteers. These volunteers help to conduct Conferences, Seminars, Exhibitions, Workshops, Study Tours, Departmental Magazines and various competitions.

As members of **College Development Committee, Student Council, Internal Quality Assurance Cell, Internal Complaint Committee** and **Women Development Committee,** express their views and render their assistance in various matters.

NSS/NCC: Enrollment of volunteers/cadets, maintenance of records, organization of various activities such as S.V. Kulkarni Vyakhanmala (lecture series), blood donation camps, awareness rallies, tree plantation, cleanliness drives, street plays, camps, parades, celebration of national festivals, national/ international days, birth and death anniversaries of national heroes, assistance to Thane police to manage the crowd and traffic etc.

Contribution to government initiatives: Students plays important role in implementing, coordinating various government initiatives such as Leprosy Survey, Pulse Polio, Voter Registration, Organ Donation, Swachh Bharat Abhiyan, Beti Bachao Beti Padhao, Demonetization, Digitization etc.

English Literary Association: The students help to organize many literary events like the inter-collegiate elocution competition dealing with topics on various current issues.

Science Association, Commerce Association and Nature Club: Students organize lectures of prominent personalities from the respective fields, talk shows, workshops, field visits, excursions, study tours and industrial visits.

 Student Activity Centre in which students as well as external experts impart various skills to peer students. Various skill-based workshops and exhibitions are organized by the students.

Cultural: As part of the **'Event Management Team'** they organize the cultural festival, **'UTOPIA'**. They work as student coordinators for organization of Youth Festival of University of Mumbai and various inter collegiate competitions.

Sports: In organizing **'Annual Sports'** and **sports events** throughout the year.

Magazine Committee: Students are part of the **editorial board** and shoulder the responsibility of designing, editing, DTP.

Career Mantra: A career fair of the college is entirely planned and executed by the students.

Help Desk: During admission process students play an important role in guiding the parents and new comers.

Every committee has a group of volunteers who help to organize various programmes by planning, maintaining discipline, women safety and security.

File Description	Document
Link for Additional Information	[View Document](#)

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

Response: 45.6

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

2017-18	2016-17	2015-16	2014-15	2013-14
47	46	45	45	45

File Description	Document
Report of the event	[View Document](#)
Number of sports and cultural activities / competitions organised per year	[View Document](#)
Any additional information	[View Document](#)

5.4 Alumni Engagement

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

Response:

The Departments' of Satish Pradhan Dnyanasadhana College effectively network with their alumni inspite of the absence of a registered Alumni association. The college being a stand- alone college of the 'Dnyanasadhana Thane (Society)', this effective networking has been adequate to support alumni engagement. However, during the last two years it was felt that registration of the alumni association would facilitate better inputs.

Therefore the college has registered the Alumni Association on 27/6/2018 as, "Satish Pradhan Dnyanasadhana College, Thane", Registration number. MAH/1058/2018/THANE

College Interacts with the alumnus via **college website, college face book account, annual meetings,**

college email-ID, telephonic conversations, WhatsApp group, newspapers, and in-person visits.

Contribution by the alumni:

Financial means: The College has not received any financial help from our alumnus.

Non-financial support: The alumnus contributes by providing assistance and expertise in various fields as follows:

- Helped develop the software for **effective governance of college Management Information System (Mr. Sandip Kelkar of 2006 batch) and** college website, www.dnyanasadhanacollege.org **(Mr.Amit medhekar of 2006 batch)**
- Serve as faculty for Certificate Course in college.(Student of BSC Computer Science Mr. Chirayu Pradhan 2003 Batch)
- Alumni who are professional lawyers help in providing **legal expertise** as and when required.(Adv. Suyash Pradhan)
- Those occupying responsible positions in **banking sector** provide assistance in granting **education loans** to the needy students (**Mr. Ganesh Pandey ,Parsik janata Sahakari Bank)** and develop **tie ups with banks for collection of fees.(Mr. Vinayak Navre 1987 Batch, Mr. Pravin Pandit 1987 Batch   ---TJSB Bank)**
- Serve as resource persons and contribute their talents towards various activities of the **Students Activity Centre(SAC)**like eco-friendly Ganpati idol making, Ganpati decoration, Dish garden making, demonstration of 'Microgreens' to name a few.
- Many of our alumni are currently occupying prime political positions as **Mayor(Mr.sanjay More)** and **Corporators (Mr.Naresh Mhaske,Chairman Standing Committee TMC)** by virtue of which they offered the following privileges:

1) Received **two plots** through the Thane Municipal Corporation (TMC) for development and maintenance into a garden under the scheme introduced by Thane Municipal Commissioner for '**Green Thane**'.

- Through their prime positions in media, they help us in wide **publicity** [Mr.Delip Sapate, Kapil Raut (Zee News), Pradnya Mhatre, Shalaka Sarfare (Lokasatta), Milind Bhagwat (IBN Lokmat)]
- **Employing** students in their organizations (Mr.Jayesh salvi, Mr. Sunil Ghumatkar)
- Alumni who are in the tourism industry conduct **Study tours (Mr.Shankar Kokate** and **Industrial visits** for various departments like Botany, Chemistry, IT, BAF, BBI, BMS, BMM and Computers science.
- AS **Choreographers** for dance events (Mr.Santosh Shigwan)
- As **Directors** and **playwrights** for theater events (Mr.Jayesh Sumbhe, Mr.Mohan Bansode, Mr.Omkar Jaywant, Mr.Ashutosh Baviskar)
- Providing expertise and guidance in **NSS** for organizing camps and other activities (Mr.Rakesh Kadam, Mr.Yogesh Suraywanshi)
- **College has adopted a policy to invite alumni as Chief guests for annual prize distribution, Foundation Day and other such functions** (Mr Gupte)**.**
- **The college has 13 alumni as teaching faculty and 12 non-teaching faculty.**

File Description	Document
Link for Additional Information	[View Document]()

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

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: <1 Lakh

File Description	Document
Alumni association audited statements	[View Document]()

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

Response: 5

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

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

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	[View Document]()
Report of the event	[View Document]()

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

Vision:

To develop a center of excellence

Mission:

To strengthen the students academically, socially and economically

Satish Pradhan Dnyanasadhana College, Thane (Formerly known as Dnyanasadhana College) a Premier Education Institute, is registered under the Societies Registration Act, 1860, on 18th September 1980. The Management of the college gives the roadmap for institutional progression. The Principal of the college and other members of LMC / CDC decide the plan of action to implement various strategies adopted by the Management.

To adhere and apply the 'Vision', the institution has adopted the following policies:

- In recruiting teaching staff, give preference to candidates having additional professional qualifications.
- Empower the Teaching staff to improve their academic credentials.
- Encourage Non-Teaching staff to acquire additional skills and qualifications.
- Enhance student development through various curricular, co-curricular, extra-curricular and extension activities.
- Invite professionals from various fields, such as industry, sports, cultural, for the benefit of students.
- Develop the best possible infrastructure.

To achieve 'Mission' goals, the Institute works meticulously:

- After complying admission norms of University, Management uses its admission quota to admit the students who are academically weak and have qualified for admission after multiple attempts in qualifying examinations.

- The efforts taken by such students and the able guidance of the faculty, culminates in improved academic performance.
- Book bank facility is provided for economically weaker students.
- The facility of part payment of fees is made available to poor students.
- 'Student Mutual Aid Fund' is used to render financial help to needy students.
- Faculty members also contribute towards the payment of fees of deprived students.
- Programmes are planned by various committees and departments for inculcating social values among the students.
- Various activities are undertaken in rural areas to help the students in becoming aware about the local problems.
- 'Earn and Learn scheme' was introduced, so that students can earn, while pursuing their studies.
- Placement cell arranges programs, which make the students 'Corporate Interface Ready'.
- Alumni of the college, having the requisite qualifications, are considered on preferential basis for appointment on various posts.
- 'Mentoring Club' is established for teachers to interact individually with the students. Each teacher is allotted a particular number of students. The teacher conducts regular meetings with the students allotted to him/her. The purpose and functioning of the club is explained to the students in the first meeting. Students are asked to fill the forms designed by the IQAC (Know Your Mentee). Basic personal and professional information of students is gathered through these forms. Through the analysis of this data, students are segregated, based on various criteria. Different strategies are adopted for various strata of students. Regular interaction with students, keeps track of their progress.
- 'Remedial Coaching Cell' receives the data of the academic performance of students from Examination committee through IQAC. The cell prepares schedule for remedial coaching. Record of the students' participation in the coaching and their progress is maintained.

File Description	Document
Link for Additional Information	[View Document](#)

6.1.2 The institution practices decentralization and participative management

Response:

The Management encourages participation of teaching staff at various levels. The Vice Principals and Heads of Department are given administrative and academic autonomy to ensure qualitative governance.

Vice Principals are appointed to look after the academic and administrative matters and help the Principal,

through delegation of part of decision making and with the deployment of staff. The Heads of Departments are given autonomy in academic planning and management of administrative staff at the departmental level. To strengthen the teaching learning process, departments invite experts, conduct workshops, seminars and arrange other interactive programmes and field visits. The Heads of Departments submit proposed annual budget to the Principal and manage the activities within allocated budget.

Various committees are constituted to enable all round development of students and to ensure smooth administrative functioning. Conveners plan and execute various programmes in tune with the vision and mission of the college. Financial autonomy is given to Conveners to manage activities within the allotted budget.

Representatives of teaching and non-teaching members are part of LMC/CDC.

Case Study: State level 5 Days Training Programme on Empowerment of IQAC and NAAC New Guidelines

Approval:

In a meeting conducted on 10th March 2018 IQAC proposed the idea of conducting a State level 5 Days Training Programme on "Empowerment of IQAC and NAAC New Guidelines" from 9th April to13thApril. The proposal was approved in CDC meeting conducted on 10th March 2018 with whole hearted support of Management.

Planning and Execution:

It was decided to organize the said programme in collaboration with *IQAC Cluster, Maharashtra* and under the aegis of University of Mumbai. Local organizing committee under the chairmanship of Dr. C.D. Marathe, Principal was formed. Various sub committees such as the Organizing, Reception, Registration, Hospitality, Transport, Accommodation, Publicity and Fund raising were formed for execution. Dr. D.D. Mulajkar, Convener of Local Organizing Committee coordinated the functioning of various sub committees. The communication of the programme was sent through e mails, WhatsApp group and personal contacts.

Funding

Funds were raised through sponsorship and Registration fee.

Expected outcomes of the Workshop

- The IQAC of the college is empowered with the right procedure and processes to function in time bound manner.
- IQAC has necessary skills to streamline the college procedures for effective working in time bound manner.
- IQAC in college will be able to create the right quality assurance, a better control over quality through proper mechanism and proper planning.
- The constituent IQAC can prepare its own calendar.

Success:

- 117 delegates from all over Maharashtra participated in the training programme.
- Exhaustive study manual of 273 pages, consisting of, Role of IQAC and IQAC coordinator, detailed information on each of the seven criteria, New NAAC framework, was handed out to the participants.
- Vice Chancellor, University of Mumbai and Director of Student Welfare, University of Mumbai, both attended one of the sessions.
- Experiences were shared by different participants.
- Every session witnessed great deal of interaction and deliberations.

File Description	Document
Any additional information	[View Document](#)

6.2 Strategy Development and Deployment

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

Response:

A committee was formed to prepare *Perspective Plan* in accordance with the vision and mission of the institute and taking into account the suggestions given by the Peer Team Members visited during previous cycle.

Case study

ICT Strengthening

In order to keep pace with the advent of technology, it was realized that, strengthening of ICT is important and should be taken on priority basis. IQAC prepared a vision document and the same was discussed and approved in LMC.

Admission Process

- Online admission system was implemented from the academic year 2016-2017.

- A student willing to take admission has to fill online application form available on college web site cms.dnyanasadhanacollege.org
- The student has to register on the system.
- Log in ID is essential for registration which is provided in the prospectus.
- Scan copy of photograph is to be uploaded with the form.
- Students have to select any two of the certificate courses of their choice from various available courses.
- A list of students is prepared based on merit and displayed on web site
- Student has to take print out of the application form which is verified and admission process is completed by submitting the requisite documents and on payment of fees

The digital data obtained from this process is used for the following purpose

- For preparation of identity cards
- Generating Roll Call
- Student profile
- Smart attendance
- Examination and Result
- For conducting Certificate Courses

Smart Attendance

Traditionally, teachers used to take classroom attendance by calling out the students' roll numbers. At the end of each month the record of attendance used to be analyzed manually. This method was replaced by taking signatures of students present in the class.

Smart attendance system was introduced in which special RF identity cards were issued to teachers, supporting staff and students. Attendance is digitally recorded and analyzed.

Examination

Email and WhatsApp technology was introduced for communicating examination related instructions. Online examination forms and Hall Tickets were made available to the students.

Sports

Manual method of keeping stock record is replaced by use of computers.

Administration

Every staff in administration is provided with net connected machine. All the machines are linked to the main server, so that the data can be accessed by authorized person at the click of mouse.

Accounts

Accounting Software is used to maintain the records required as per the accounting standards.

Dnyanaspace

The college has created a repository for documents of all teachers in digital form for speedy access

File Description	Document
Any additional information	[View Document](#)
Strategic Plan and deployment documents on the website	[View Document](#)
Link for Additional Information	[View Document](#)

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

Response:

The college has the following components of management systems (Top to Bottom Approach):

- Management
- Local Management Committee (LMC) / College Development Committee (CDC)
- Internal Management System
- Administrative Office

Management:

Management consists of President, Secretary, Treasurer and other committee members. The main function of the body is to determine and prescribe academic programmes to suit local needs, make it skill oriented and in consonance with the job requirements.

LMC/CDC:

Local Management Committee (LMC) consists of Principal, members of Governing Body, Representatives of Teaching and Non-Teaching faculty. CDC is the primary decision making body pertaining to issues related to the college.

Internal management system:

The College has an efficient internal management system under the leadership of the Principal, for designing and implementing its policies and plans effectively. Vice-Principals coordinate with the Principal in the day to day working of the college. The various activities/ programmes planned by IQAC are deployed through Heads of Departments (HODs), and various committees consisting of teaching and non-teaching staff members and students. Principal conducts regular meetings with HODs and Conveners of various committees. HODs conduct meetings at the departments and the important points are discussed with the staff members. Need-based suggestions are taken from all the stakeholders in institutional plans.

Anti Ragging Cell, Women Development Committee, Internal Complaints Committee, Student Grievance Cell, Placement Cell, address the issues of students as and when raised. Further, anyone can seek the information through the Right to Information Act from the college by following the prescribed procedure.

Administrative Office:

The office staff includes Head Clerk, Senior Clerks, Junior Clerks and Attendants. The office takes care of Admission, Eligibility, Scholarships and Freeships, Accounts, issue of certificates and documents, Service records of staff and correspondence with the University, UGC, Government bodies and various stake holders.

Recruitment, Promotion policies

The college follows all the rules and regulations defined by the UGC, State Government and University of Mumbai for procedures involving recruitment, promotions and grievance redressal.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation

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

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: A. All 5 of the above

File Description	Document
Screen shots of user interfaces	[View Document](#)
ERP Document	[View Document](#)
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	[View Document](#)
Any additional information	[View Document](#)

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

Response:

Certificate Courses:

    It was realized by IQAC that having only a traditional degree at the end of three years of education, may not be sufficient for a student to get an employment opportunity. A student should have additional skills, which will be useful in future. IQAC floated the idea of introducing various curricular based, skill based and value added Certificate Courses. The proposal was prepared by the IQAC and the same was put forward to LMC/CDC for approval.

LMC considered the proposal in its meeting and accepted the same. The financial provisions for conducting such courses were made in the budget. Principal was given authority to take the appropriate decisions in order to implement the said proposal.

Principal appointed a committee which was entrusted with the following responsibilities

- Preparation of list of Courses to be conducted
- Framing of objectives for each course
- Drafting the contents to be covered to fulfill the objectives of the Course
- Select the appropriate qualified personnel to conduct the Course
- Course schedule
- Students to be made aware about the courses and benefits thereof
- Supervise the smooth conduct of the courses
- Appropriate certification to the students after completion of Course
- The Courses successfully implemented were:

  - Desk Top Printing
  - Web Designing

  - Cyber Law
  - Tally
  - English Speaking
  - Personality Development
  - Bridal Makeup and Mehendi
  - Travel and Tourism
  - Photography
  - 2D-Flash
  - Excel
  - Digital Marketing
  - Public Speaking
  - Skill Development and Placement

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

- Credit Society: Dnyanasadhana Employees Credit Cooperative Society was established in 2011.

Share Capital: 3664950/-   Amount of loan disbursed: 1,42,59,955/- Members-159

- Payment of Salary by the Management for newly recruited staff till funds are released by Government
- Special leave, Faculty Development Programme leave, Study leave, Maternity leave. Adoption leave, Duty leave to attend seminar/ conferences / workshops.
- Psychological counseling and health awareness.
- Reimbursement of medical expenses.
- Travel grant to visit home town once in two years.
- Maharashtra Darshan once in four years.
- Members of Employees Cooperative Credit Society are insured against risk of accidents
- Contractual members are insured by the 'Dnyansadhana Trust'
- Advance payments to meet emergency expenditure
- Class IV employees are provided Uniforms *free of cost*
- Washing allowance
- Cash allowance
- Salary advances
- Fee concession for wards of Non-teaching staff
- Recruitment of family member on death of staff during service tenure (in case of non teaching staff)
- It is made mandatory to service providers to provide safety measures and other conditions like EPF to staff employed on contractual basis
- Employee's provident fund for employees appointed on contractual basis.

File Description	Document
Any additional information	[View Document](#)

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

Response: 48.73

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

2017-18	2016-17	2015-16	2014-15	2013-14
18	21	21	22	22

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

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

Response: 2.8

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

2017-18	2016-17	2015-16	2014-15	2013-14
03	04	05	02	00

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

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

Response: 17.31

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

2017-18	2016-17	2015-16	2014-15	2013-14
05	06	09	10	07

10-10-2018 01:33:33

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

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

Response:

Performance Based Appraisal System   (PBAS).:

- The University of Mumbai has prescribed form for Performance Based Appraisal System (PBAS). The soft copy of the Proforma is mailed to each staff member. IQAC conducts a meeting regarding this, and guidance is provided regarding the terminology used in the form.
- Every staff member submits PBAS form, after calculating their Academic Performance Indicator (API) using Teacher log book/diary. The form, the Log book and the copies of other documents in support the claims, are submitted to the HOD for verification and validation. The form approved by HOD is then forwarded to IQAC.
- IQAC Verifies and validates API points and recommends the case to the University through the Principal after ensuring that the staff member fulfils all prescribed conditions and has become eligible for PBAS / CAS.
- The affiliating University appoints Panel/Committee for CAS, which again verifies and validates the API scores claimed, based on documents and personnel interview.
- The Panel/Committee, then recommends the case to the Joint Director, Higher Education Government of Maharashtra, for Pay and Grade fixation.

After the declaration of results of Examinations, the performance of Teachers is evaluated on the basis of subject-wise and teacher-wise result analysis.

Confidential Report –

- The 'standard form' set by the University is used for assessment of Non-teaching and supporting staff. Each member of this fraternity submits duly filled form to the 'Reporting Officer'. The Principal puts his remarks on the basis of the Reporting Officers' recommendations. The same is recorded in personal file.

File Description	Document
Any additional information	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Dnyanasadhana Thane (Society) has appointed M/S Singavi, Oturkar & Kelkar, Chartered Accountants, as the External Auditor. The financial statements of all the units of Trust, Degree College (Aided section and Self Financed Section), Junior College (Aided section and Self Financed Section) and the Trust, are audited by the Firm. The audit for the financial year 2017-2018 was completed recently. No major irregularities were pointed out. Further all necessary audits as per the requirements of the University and UGC are carried out by the college periodically. The findings of all these audits were satisfactory.

UGC authorities carry out an audit of all the funds forwarded to the college by them. The college receive grant for National Service Scheme from the University of Mumbai. The audit of funds received is conducted internally as well as externally.

The auditors from the Department of Higher Education carry out an audit of the teaching and non teaching salary forwarded by the Government of Maharashtra. The assessment of grants has been completed till 2016-17.

File Description	Document
Any additional information	[View Document](#)

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

Response: 56.28

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

2017-18	2016-17	2015-16	2014-15	2013-14
16.86661	13.5161	9.07977	8.85365	7.96638

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document
Any additional information	View Document
Annual statements of accounts	View Document

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

Response:

At the time of Annual budget preparation the following activities are considered for allocation of fund. The decisions are made by LMC/CDC and conveyed to the respective activity incharge.

Mobilization of Funds

- Lecture was arranged for teaching faculty which created awareness about the various Research Funding agencies

- Part of funds required for the Conferences was collected from various Sponsors
- Students are motivated to collect sponsorship funds for annual cultural activity
- Remuneration of teachers not covered by Government grant is funded by Management Trust
- Planning board is entrusted with the responsibility of keeping track of various schemes sponsored by UGC or any other Government or Semi-Government agencies. Proposals are prepared by the board to avail funding from such agencies.
- Notice regarding the schedule of submitting Research Proposals to University of Mumbai is circulated and guidance is provided to willing staff members.
- Funding is availed from UGC and University for research projects.
- Revenue is also generated by allowing Professional bodies and Government Agencies to conduct their examinations.
- IQAC proposed to collect funds as a part of fees from students for conducting activities of Student Activity Centre
- Internet club fees are contributed from students
- Grants are received for NCC and NSS

Optimal Utilization of Resources

- All financial transactions are done with the prior approval of the Principal.
- Departments and committees are given specific budgetary allocations for co-curricular and extracurricular activities, which are required to be adhered.
- College has Central Purchase Committee. All purchases are done through this committee by adopting standard protocol and procedures.

- Funds are made available for purchasing sports material, Chemicals, glass wares, consumables, equipment and office stationery.
- Adequate funds are utilized for maintenance and repairs of infrastructure.
- Disbursement of salary of staff appointed for Self Financed courses is done through the funds generated from such courses.
- Regular upgradation of Library and Laboratory facilities is undertaken on periodical basis.
- Some component of the funds is used in conducting various social activities, or giving donations to organizations involved in social service.

6.5 Internal Quality Assurance System

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

Response:

IQAC has contributed significantly for institutionalizing the quality assurance strategies and processes by implementing the following:

- Introduction of comprehensive Teacher's Diary
- Earn and Learn Scheme
- Academic ,Energy , Carbon, Library and Gender Audit
- Preparation of Academic calendar
- Certificate Courses
- Bridge Courses
- Orientation for staff and students regarding examination rules and regulations.
- Remedial coaching
- Staff enrichment programme
- E-waste and paper waste management
- Rain water harvesting
- Networking with Industry, Academic and Social organizations
- Memorandum of understanding with different organizations
- Strengthening of Library facilities
- Augmentation of ICT and Infrastructure facilities
- Introduction of college face book page
- Introduction of digital attendance system
- Welfare schemes/programme for staff
- Restructuring of Administrative Office and other changes for optimum utilization of space
- Organization of seminars and workshops
- Creation of e- content by collection of videos of lectures ,ppts and notes

Upload two examples of best practices institutionalized as a result of IQAC initiatives

Examples

1. **Earn and Learn**

Students coming from economically weak background face difficulty in pursuing their education. Keeping this in view, college planned to create opportunities that support their needs. There was overwhelming response from the students for this scheme. However, keeping in view the limited resources and availability of such opportunities, the college had to restrict the benefits to about 25 students per year.

College Aadministrative Office, Sports Complex, Student Activity Centre, Library and Laboratories, require additional hands for their day to day activities in certain peak periods. The students are called during these periods and are paid on hourly basis. Students also render their help in conducting Certificate Courses, compilation of data for IQAC and collecting student feedback. Students are given cards to record the data about the work done by them, which is authenticated by the concerned person and In-charge of the scheme.

This has resulted in the following benefits:

- To help students economically
- To reduce the drop-out rate.
- To get them acquainted with the work culture.
- To give hands-on experience to students.
- To help students in time management.
- To create a bond of affinity between two stakeholder of college namely administrative staff and students.

These students are provided the support staff card, which enhanced their confidence and sense of belonging to the college.

In 2016-2017 the amount disbursed was Rs.27,162/- and in 2017-2018 Rs.30,285/-

2**. Health Awareness of Girl Students**

The majority of the college students are from economically and socially weaker section of the society. Such families have very little awareness about the health, particularly that of a girl child. It has been observed on many occasions that, girl students faint in class rooms especially during examination period. The main reason is found to be lack of nutritional food intake by such students.

In order to understand exact extent of health problems of the girl students, health checking camps were arranged for girls in collaboration with Rotary Club, Thane Garden City. Haemoglobin screening and CBC check up camps were conducted free of cost.

After compilation of the reports, counseling sessions were arranged to create the awareness among them.

File Description	Document
Any additional information	[View Document](#)

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

Review of Teaching Learning process:

IQAC has designed a comprehensive *Teacher's Diary* to review teaching learning process that records following information.

- Class engaged
- Name of the Topic taught
- Special guidance given to students, if any
- New method introduced, if any
- Syllabus completion report
- Workshop/Seminar attended
- Research papers published/presented
- Examination related work
- Co-curricular/Extra-curricular activities

Every teacher is given a *Teacher's Diary* at the beginning of each academic year. The diary is a tool to monitor and review the teaching, learning process. Internal and external academic audit augment reviewing of teaching, learning and evaluation process. Feedback of the students on teaching, learning process is analyzed and shared with concerned teachers. Analysis of results is also a part of review.

Structure and Methodology.

Example 1: Effective use of ICT

With the advent of technology the need to support the traditional chalk board method with ICT was realised by IQAC. A plan was designed and teachers were given a task to include other methods in imparting knowledge. In order to implement the strategy laptops were given to each department in a phase

wise manner. Permanent arrangement of fixed LCD projector was made in some of the classrooms. Smart board was purchased and teachers were trained in its use.

Internet facility is provided to Science laboratories which can be used to show You-tube academic videos to the students.

In order to create a video library, help of alumni was taken to capture lectures in digital format, thereby, making available the   Study material of certain departments in digital format on the college website. The teachers have   submitted their PPTs to the IQAC, which has been as compiled and archived in the library as well as uploaded as learning resource on the College website.

Outcome:

Teachers make use of power point presentations, multimedia, YouTube, simulations, applets, Mathematical softwares.

Collection of digital images of microscopic objects has been generated by Department of Botany.

Department of Botany has a camera which can be attached to microscope for micro photography with in-built software for measurement of microscopic structures. The images are viewed on LED screen. Department of Physics has Aver Vision F30 device to project mini objects/ICs on screen for better vision.

Example 2: Academic Audit

In order to fulfill the responsibility of a monitoring agency, IQAC decided to take initiative to conduct academic audit. In a meeting with HODs the functioning of the audit was discussed. Each department was required to set objectives for the academic year. Based on these objectives, department conducted various activities, other than regular teaching work. The record of each activity with photographs was maintained.

Two eminent faculty members from other colleges with experience in IQAC committee were invited as Auditors. They reviewed the departmental presentations and gave their feedback.

Outcome:

The recommendations of academic audit were complied with. More creative, interactive, innovative and participative teaching – learning methods were used.

File Description	Document
Any additional information	[View Document](#)

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

Response: 12.6

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

2017-18	2016-17	2015-16	2014-15	2013-14
24	19	09	06	05

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	[View Document](#)
Any additional information	[View Document](#)
IQAC link	[View Document](#)

6.5.4 Quality assurance initiatives of the institution include:

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

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A. Any 4 of the above

File Description	Document
e-copies of the accreditations and certifications	[View Document](#)
Details of Quality assurance initiatives of the institution	[View Document](#)
Annual reports of institution	[View Document](#)

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

Response:

IQAC studied the recommendations for quality enhancement of the Institution given by the NAAC Peer Team during its visit in 2012. On that basis, the following significant initiatives were undertaken.

- *Preparation of a Perspective Plan for the College*
- Introduction of new academic programmes such as B. A. (Film Television and New Media), B.Sc. (Information Technology),Post graduation in Chemistry, Botany, History and sociology, Ph.D. centers in Commerce and Chemistry

- Introduction of new subjects such as English, Psychology, Physical Education and Zoology
- Introduction of new skill based, value added certificate courses such as Excel, DTP, Tally, Web Designing
- Strengthening of ICT, Library, Laboratory and Sports facilities
- Upgradation of Biometric attendance system for Teaching and Non Teaching staff
- Augmentation of Infrastructure facilities
- Strengthening of Remedial, Mentoring and Placement activities
- MOU's, Collaboration and Linkages with various organizations
- Conduct of Academic, Administrative, Energy and Green, Carbon , Gender and Library audits, Tree Census and Vegetation survey of Campus
- Registration of Alumni Association
- Initiation of NIRF process
- Organization of Conferences/Seminars/Training Programs
- Welfare schemes for Teaching and Non-Teaching staff

File Description	Document
Any additional information	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

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

Response: 30

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

2017-18	2016-17	2015-16	2014-15	2013-14
08	11	07	03	01

File Description	Document
Report of the event	[View Document](#)
List of gender equity promotion programs organized by the institution	[View Document](#)
Any additional information	[View Document](#)

7.1.2

   1.Institution shows gender sensitivity in providing facilities such as:
      1.Safety and Security
      2.Counselling
      3.Common Room

Response:

Safety and Security:

The surrounding of the college has demanding situation in terms of slum area on one side and highway on the other side, so safety of students is important. On the request by the College, a 'Police Beat *Chowki*' is set-up near college campus by Commissioner of Police, Thane for the safety of students. The college has installed cameras all over the campus and in all the classrooms. Programmes on self defence techniques are organised, particularly for girls.

The College takes all kinds of initiatives to provide security to the students. There are two entrances which are guarded by trained security personnel, which include 3 ladies staff. The college has 225 CCTV cameras located at different places within the premises, including classrooms. The CCTV footage back up is available for 30 days which is monitored by Principal's office. Vice Principals regularly visit all the seven floors of the premises to maintain discipline and safety on campus. All students and staff are expected to

produce Identity Card for entry into the campus. Guests and visitors are issued visitor passes, after verification of their identity.

The entire college is provided with purified water, the outlets for which are provided on each floor. Canteen committee ensures proper quality of food and hygiene is maintained in the canteen.

The college has provision for doctor on call. First Aid boxes are kept in all laboratories, office and staff rooms.

College ensures that during excursions, study tours and academic trips, lady teachers accompany girl students. During N.S.S. rural camp, girls participate in larger numbers. There is a separate gymnasium for girls with a lady trainer.

Counselling:

Counselling of students is done whenever required by teachers and professional counsellors. 'Mentor-Mentee' system has been introduced. Mentors motivate students to approach them for help and support of all kinds. In few instances, complicated cases have been referred to psychiatrists. Counsellors include lady teachers, which makes it easier for girls to express themselves freely.

Student welfare statutory bodies:

Anti-Ragging Cell, Women Development Cell (WDC) and Internal Complaint Committee (ICC) are statutory bodies formed for ensuring 'free and safe environment' for students. Internal Complaint Committee (ICC) addresses the grievances, received from the ladies staff and students. Girl students are given representation in WDC, ICC and CDC committees. Women Development Cell works to build gender sensitive campus. Programs like self-defence technique workshops, life skill education sessions, legal literacy and sex education are conducted. They are made aware of issues like Sexual Harassment at work place, Right to Pee movement, Issues of Transgender. Yoga workshops are organized. Haemoglobin and Health check-up camps are organized to address health issues of girl students.

Common Room:

Separate common rooms are available for boys and girls. Ladies common room is taken care of by a lady peon. Ladies common room has attached washroom with special facilities which include sanitary napkin vending machines. Recreation facilities such as magazines and chess board are also made available in the common rooms.

File Description	Document
Any additional information	[View Document](#)

7.1.3 Alternate Energy initiatives such as:

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

Response: 0

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

7.1.3.2 Total annual power requirement (in KWH)

Response: 236382

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document
Link for Additional Information	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 11.22

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

Response: 4170

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 37150

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document
Any additional information	View Document

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

Response:

Solid Waste Management:

The college has a proper solid waste management system. A 'tumbler composter' unit has been installed for treatment of wet waste and garden litter. It consists of two drums of 110 litre capacity each. The capacity of each drum is 80 kg, at intake capacity of 8-10 kg per day. With the combined action of the

starter culture, aeration, moisture and mixing of components, the compost is generated within a curing period of 20-25 days. The output is 20% of the total input. The manure, thus, generated is utilized for in-house garden plants. Waste which cannot be treated in tumbler composter is segregated and handed over to the Thane Municipal Corporation for safe disposal.

The Department of Botany disposes microbial cultures by subjecting them to autoclaving.

Liquid Waste Management:

Liquid waste is properly disposed through underground drainage system. Chemicals in chemistry laboratory are diluted and disposed or recovered and reused. Adequate number of exhaust fans are provided in laboratories to drive out hazardous gases.

E-waste Management:

E-waste generated on the campus as well as that gathered by students and staff is collectively handed over to Thane Municipal Corporation for safe disposal. The students 'E-waste Club' conducts programs for creating awareness with the help of oral presentations and displaying posters in housing societies.

To exhaust gases generated during the practicals in Chemistry laboratory, fuming hoods are installed.

File Description	Document
Any additional information	[View Document](#)

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

The college has made a provision for rain water harvesting. Terrace is used as water capturing area. Total area of terrace is 504 m2. In the year 2017 total rainfall was 2600 mm. Hence the volume of the water collected was 1.33

litre. Water collected is connected to the outlet pipes which are joined to the bore well. The water collected in this 'recharge well' is used for gardening and non-drinking purpose.

File Description	Document
Any additional information	[View Document](#)

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

Response:

A survey to study the mode of conveyance of all stake holders for the year 2017-2018 was conducted. The findings were as following:

1. 69.42 % of Teaching Staff use Public Mode of Transport and also walk to college.
2. 67.19 % Support Staff use Public Mode of Transport and also walk to college.
3. 25.14% students walk to college. 55.89% Students use Public Mode of Transport.

- Plastic free campus

The college is striving for plastic free campus. Plastic files are not allowed while submitting the projects to bring awareness regarding the same. Use of plastic is minimized in college canteen.

Use of packaged drinking water is discouraged.

- Paperless Office

The college is taking efforts to minimize the use of paper. Admission process, as well as, feedback is online. Digital attendance is taken using RF Card. Communication between departments and with students is through emails, WhatsApp and other electronic media. Parents are communicated through bulk SMS facility. College office uses Information Management System (IMS) to store data in digital form. The College has public address system facility which saves paper, avoiding circulation of paper notices.

- Green Landscaping with trees and Plants.

The College has conducted energy audit. As per the recommendation, conventional lights as well as other electrical equipments are gradually replaced by LED and power saving equipments respectively. The College has a Botanical garden and developed a vertical garden on the campus. Carbon-dioxide neutrality is maintained by 81 plants that sequestered 2.25 tones of carbon annually. The college was entrusted the responsibility of developing and managing the Garden of Thane Municipal Corporation adjoining college premises. Tree plantation drives are organized by NSS and NCC students every year. Students are motivated to use electricity and water rationally. Floor peons take care to switch off tube lights and fans when not in use. Care is also taken not to waste water. During social gatherings, care is taken to avoid noise pollution. Eco-friendly *'Ganapati* Idol making workshops' are conducted to promote use of nature-friendly products instead of non-biodegradable products. During *Ganapati* festival, NSS students support Thane Municipal Corporation in collecting and disposing *Nirmalya* (Floral waste) which is converted into compost.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

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

Response: 1.94

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

2017-18	2016-17	2015-16	2014-15	2013-14
10.6811	5.28644	1.66749	1.50068	7.0989

File Description	Document
Green audit report	[View Document](#)
Details of expenditure on green initiatives and waste management during the last five years	[View Document](#)
Any additional information	[View Document](#)

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

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

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: A. 7 and more of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
Any additional information	View Document
link to photos and videos of facilities for Divyangjan	View Document

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

Response: 5

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

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

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document
Any additional information	View Document

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

Response: 15

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

2017-18	2016-17	2015-16	2014-15	2013-14
08	02	03	00	02

10-10-2018 01:33:40

File Description	Document
Report of the event	View Document
Any additional information	View Document

7.1.12
Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

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

Response: Yes

File Description	Document
Provide URL of website that displays core values	View Document

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

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document
Any additional information	View Document

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

Response: Yes

File Description	Document
Provide link to Courses on Human Values and professional ethics on Institutional website	View Document

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

Response: Yes

File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	[View Document](#)

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

Response: 29

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

2017-18	2016-17	2015-16	2014-15	2013-14
08	04	08	05	04

File Description	Document
List of activities conducted for promotion of universal values	[View Document](#)
Any additional information	[View Document](#)

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

Response:

National festivals such as

- Independence Day
- Republic Day
- Maharashtra Din is celebrated on 1st May

The birth anniversaries of leaders:

- Chhatrapati Shivaji Maharaj Jayanti,
- Mahtama Gandhi Jayanti,
- Dr. Sarvepalli Radhakrishnan on teachers'day,
- Dr. APJ Abdul Kalam as Vachak Din

Activities imbibing patriotism and nationalism among students:

- Martyrs Day
- Kargil Vijay Divas are observed to honour all those who gave their life for the country.
- Hutatma Day: Students visit Thane Central Jail to pay tribute to revolutionaries Anant Kanhere, Anant Karve and Vinayak Deshpande who were hanged by the British in Thane Central Jail.

Others

- Guru-Pournima
- Human Rights Day
- Constitutional Day
- National Sports Day
- Marathi Bhasha Din on 27thFebruary
- International Women's Day
- International Yoga Day in collaboration with Ghantali Mitra Mandal,Thane
- Green Friendship Day
- Mathematics Day
- National Science Day
- NSS Day
- World AIDS Day
- Green Friendship Day

These activities are done through organization of rallies, exhibitions, poster competitions, guest lectures, debates and workshops.

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

Response:

Financial transparency:

In the month of January, all Heads of Departments, Convenors of various committees and Head Clerk has to submit the budgetary proposals in format prepared by the Department of Accounts for the next academic year. Members of departments and committees prepare proposals in their respective meetings.

Administrative office prepares first draft of Annual Budget from the proposals received from Departments and committees. This draft is circulated to members of LMC/CDC. Special meeting of LMC/CDC is convened to discuss the budgetary provisions. Each and every head of the allocation is discussed at length. After taking into account the suggestions of various members the budget is approved and forwarded to the Management for sanction.

Funds are then allocated to various departments and committees. Income and expenditure are scrutinized by the Senior Clerk and the Principal. Proper procedure is adopted for Purchase. Annual financial auditing is conducted by external auditors. Financial audit of grants received from Government is conducted by Joint Director, Higher Education, and Government of Maharashtra. The internal and external audit of the funds received from University of Mumbai for NSS activities are done and submitted to the University of Mumbai.

Academic transparency: Academic calendar, distribution of work load, teaching plan and time table are prepared in advance. Workload is assigned to the teachers by Heads of the department considering their expertise in the subject. Time table for the students and roll calls are displayed on notice board. Principal conducts monthly meetings with IQAC, Vice Principals, Heads of the Departments and decisions are shared with all concerned. Teachers maintain diary to keep records of academic, extra-curricular and co-curricular activities in teacher's diary which is regularly monitored. Orientation of students and parents are organized at the beginning of the academic year. Parents are duly informed about their ward's progress after semester examination. Academic audit is conducted every year.

Administrative transparency: Prospectus contains detail of courses, fee structure, exam procedure and other rules and regulations. Administrative processes are conducted following the norms and procedure as laid down in the code of conduct. Information regarding admission procedure, eligibility, enrolment and documents required by the students for scholarships are given wide publicity. Feedback of students is taken on services of the college office.

Transparency in Auxiliary functions: Support services are provided by college management to keep college clean, maintained and secured by appointing various agencies. Facilities such as Photocopy, Scanning, Printing, and Binding are provided in the student store viz. 'My-Store' in the campus.

7.2 Best Practices

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

Response:

BEST PRACTICES I

TITLE: STUDENTS ACTIVITY CENTRE

Objectives of the practice:

- To tap hidden potential of students.
- To channelize students creativity for personal development and to strengthen them economically.
- To strengthen the bond amongst students with group activity.
- To increase awareness of our cultural heritage.
- To develop entrepreneurship skill among students.

Context: "Skill based education" is the need of the hour for the students to achieve the goals of life. Various skills can be inculcated among students and their potential can be tapped to strengthen them economically and socially. Various skill based training programme were organized by students activity centre keeping in mind the mission and vision statement of the college. Students come from different economic and social strata of life and accordingly have various likings and requirements.

The practice:

SAC conducted number of relevant programs to achieve the defined goals of personal, cultural, economic and social development.

- Chocolate and muffins making workshop.
- Eco friendly *Ganapati* making
- Fresh flower arrangement and floral decoration workshop
- Dance workshop
- Photography workshop
- *Warli* painting (Tribal art)
- Fabric Painting and craft items
- *Ganpati* Decoration
- Lantern Making *(Akash Kandil)*
- Rangoli Workshop

Students were trained for apt use of their creativity, developing various skills like culinary skills, marketing, visual presentation by providing them hands on experience.

The first and second year students from different faculties and self- financing courses gave overwhelming response.

Activities have been conducted in collaboration with various institutions such as, Fevicryl, Ushadevi College of Hotel Management and Catering Technology.

Evidence of success:

Students Activity Centre was started from 2012 and since then, every year new and varied skills are imparted through workshops conducted by experts. Students' response is increasing year after year. Students are voluntarily Suggesting skills according to their need and liking, which SAC happily attempts

to fulfil.

After enhancing the skills, students are participating and winning different intra and inter collegiate competitions.

Students have started conducting training sessions and classes through which they are helping parents economically, paving way towards their future career.

The skills learnt were utilized in various programmes conducted during the academic year such as foundation day celebration, utopia (Intercollegiate fest), photography competition etc.

Problems Encountered and Resources Required:

Accommodating students from all faculties, having different time tables, at a common time is a challenge. Providing space for the conduct of such workshops is another constraint.

BEST PRACTICES II

Title: Contribution of Management in Promotion of Research

Objectives of the Practice:

- To motivate faculty members and students to pursue research
- To encourage faculty members and students to present papers in conferences and publish papers in journals.

Context:

During the first NAAC cycle, college had only one faculty member with a Ph.D. degree. As recommended by NAAC team, several faculty members registered for Ph.D and research activities gained momentum.

A teacher can avail a study leave as per Maharashtra University Act, 1994. The proposals of the teachers intending to avail study leave, have to be sent to the Joint Director of Higher Education, through the University of Mumbai, after sanction from the Management. This whole process is time consuming, thus hampering the research activity. The Management, therefore decided to bear the financial burden of substitute teachers, thereby expediting research.

 In the year 2011-12, the college became eligible to receive (UGC Grant) under section 12 (B) of UGC Act, 1956. However, this facility is restricted for 20% of total permanent faculty members at a given time. Therefore, the practice of study leave has been continued.

The practice:

There was a demand from the teachers to avail the FIP for pursuing Ph.D. This demand was presented to

the Principal, who in turn presented the same to LMC where it was approved and put up for approval of the Governing Body. Upon obtaining sanction from Local Managing Committee and the Governing Body, teachers were allowed to avail the facility without waiting for the time consuming procedure to be completed.

As an outcome of this initiative, 19 teachers totally, among which 7 in the last 5 years, have benefitted from this practice. The total remuneration that the management has borne is Rs. 11,00,000/- since 2007.

Study leave was also granted to one faculty member for completing research project in the field of education, which was granted by outside agency i.e. 'Thanedar Research Foundation'.

Management augmented research infrastructure in the form of extensive library facility, Knowledge Resources Centre, NLIST and other e-resources. Laboratory resources are made available to researchers to conduct their experiments.Faculty members, undertaking minor research project sanctioned by other academic bodies, are also given funds to meet the short fall, if any.

Registration fee and travelling allowance, to present research paper is borne by the management. The management extends full co-operation to the teachers, who are going abroad for attending conferences by sending proposals to UGC and other bodies.

The students are encouraged to participate and present research papers in seminars and conferences. The college hosted "Avishkar" research convention, organized by University of Mumbai, zonal level in 2016-17.Twenty Five students from the college participated and presented the research papers. Financial aid was given by the management for organizing the event.Instruments required by the students for the research project were funded by Management.

Evidence of success:

- In the first cycle of NAAC in 2003-04, college had only one faculty member with Ph.D. The number of Ph.D. holders rose to 8 in 2012-2013 at second cycle of NAAC. At present, the college has 21 Ph.D. holders out of which 16 were benefitted by this initiative of management.
- There are 15 faculty members pursuing Ph.D. at present, out of which 6 teachers have submitted their Thesis and out of these, 03 teachers have benefitted from this practice.

- Department of Chemistry and Commerce have received recognition as research centers.
- Nine faculty members are recognized Ph.D. guides.
- During the last five years, 1state level, and 5 national level conferences were organized.

Problems Encountered and Resources Required:

- More research infrastructure is required.
- Some instruments are very costly, so its expenditure is difficult to be borne by management.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

7.3 Institutional Distinctiveness

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

Response:

Enhancing Academic Growth of Students:

Considering the vision of college, we strive hard to strengthen our students academically, socially and economically.Majority of students are first generation learners, hence college identifies academically weaker students and studies the reasons for their poor performance and take measures to improve it, by building self-confidence in them.

By identifying slow and advanced learners different methods are used which are described in QlM 2.2.1. As described in metric number QlM 2.3.1., student centric teaching methodologies, such as experiential learning, participative learning and problem solving methodologies are used for bringing incremental academic growth among students. Various innovative and creative teaching techniques as mentioned in QlM 2.3.4.are practiced, which give positive results.

A study was conducted to find the incremental academic growth of the students. The result analysis of last 5 years shows the following growth:-

	Academic Incremental Growth in Percentage						
Year	BA	BSc	B.Com	BMM	BMS	BAF	BBI
2014-2015	95.91%	55.07%	48.03%	34.37%	71.79%	63.46%	16.66%
2015-2016	77.77%	94.91%	68.40%	26.31%	30.76%	39.58%	45.45%
2016-2017	69.73%	74.35%	41.36%	20.68%	24.48%	24.48%	8.57%
2017-2018	67.39%	96.29%	28.08%	20.58%	17.77%	12.98%	20%

Overall improvement is evident from the above table.

For B.A. the incremental academic growth ranges from 67.39%to

95.91% that for B. Sc. it is 55.07%to 96.29%, for B.Com. it is 28.08% to 68.40%, for BMM 20.58% to 34.37%, for BMS 17.77% to 71.79%, for BAF 12.98% to 63.46%, BBI 8.57% to 45.45%

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Link for Additional Information	View Document
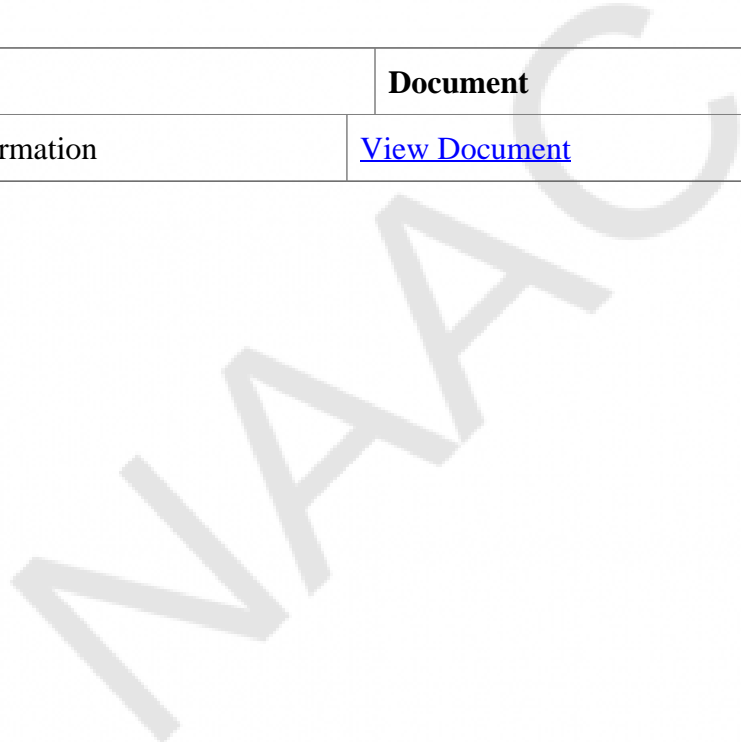
5. CONCLUSION

Additional Information :

The College conducts activities to build positive relationship with the society and its betterment.

Adarsha Shikshak Puraskar:

From the Academic year 2013-2014, the Management started to give award known as "Adarsha Shikshak Puraskar" to the best teachers from schools and colleges of Thane District to recognise their contribution in the field of education.

S.V.Kulkarni Vyakhyanmala:

"S.V. Kulkarni Gaurav Vyakhyanmala" a lecture series, in the honour of Ex vice-president of Dnyanasadhana Shri. S.V.Kulkarni, is organised in the college since 1998. Eminent personalities from various walks of life are invited for delivering lectures and share their experiences. Such as Ex. Vice President of India Shreemati Najma Heptulla, Economist Dr. Narendra Jadhav, Shri. Madhav Gadkari (Editor), Shri. Narayan Surve (Poet), Ms. Neela Satyanarayan, (Ex.Chief Election Officer of Maharashtra), Shri.Vikas Amte (Social Worker), Retd. Chief Justice of Bombay High Court Shri. Chandrashekar Dharmdhikari.This lecture series is open for students and all citizens of Thane.

INSTITUTE SOCIAL RESPONSIBILITY

The college contributes towards the welfare of the society. Eleven computers were donated to Adivasi High school, Valvanda, Dist. Thane and five computers to Janseva Pratishthan, Raigad. The college donated Rs.25000/- to vocational training institute 'Wings', Thane, working for Autistic and mentally challenged children. The building expenses of portable cabin of police beat chowki were borne by Dnyanasadhana for the benefit of local community.

The college promotes sports activities such as Thane Varsha Marathon. College provides facilities to Thane District Table Tennis Association and District Sports Office, Thane to organize tournaments in college gymkhana and sponsored prizes of Rs. 36,000/.

Employees Co-operative Credit Society

Dnyanasadhana Employees Co-operative Credit Society was established in 2011 for teaching and non-teaching staff. Society has 159 members with Share Capital: Rs. 36,64,950/-. Loan of Rs.1,42,59,955/- has been disbursed till date.

Concluding Remarks :

Satish Pradhan Dnyanasadhana College adheres to the principle of **'Education for all'.** Our prestigious institution has tirelessly worked towards enhancing the 'professional skills of masses' irrespective of their

backgrounds or merit. We, here, are one big family which believes in 'Education, not just literacy, and thorough development of all aspects of students' personality'. Emphasis is not only on theory but practicals and field work, as well; also not only international language proficiency and westernized lifestyle, but 'international quality ingrained with strong traditional and cultural roots'. There is also transparent communication, decentralized work culture and 'a warm and cordial' atmosphere to inculcate the best work practices.

Ours is not just an educational institute but an initiative, a strong idea of Hon. Satish Pradhan, which has flowered into a socially, culturally and educationally aware entity. The college works tirelessly towards professionally equipping the students and also building strong humans who are conscious of their roots and at the same time aware of the global environment.

Rabindranath Tagore once said that, "tradition is important, holding on to oneself is important, but evolution is inevitable" and this is the guiding principle for us. Our college, while ingraining among the students the best of value system and social awareness, also make students ready for any kind of technological challenges in future with state of the art computer laboratories

Our sole aim, in short, is the benefit of students from all strata and, thus, we strive to develop a morally, socially, culturally and educationwise conscious and evolved society.