



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

**NAVNIRMAN SHIKSHAN SANSTHA'S S. P. HEGSHETYE
COLLEGE OF ARTS, COMMERCE AND SCIENCE**

**S. M. JOSHI VIDYANIKETAN P 63, MIDC, MIRJOLE RATNAGIRI
415639**

www.navnirmancollege.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Navnirman Shikshan Sanstha has been established in 1998 with a noble cause of imparting higher education among the youth of Konkan region and with a strong belief of serving the society and improving the quality of life of the rural youth in particular. The Sanstha plans to open a chain of centers of higher learning throughout Maharashtra State especially for the benefit and upliftment of the under privileged class of the society. The Sanstha has a motto of Right to Education and it is working for the students especially those belonging to the lower strata of society. The Sanstha have long association with this social movement. The founder members had a great awareness of the importance of higher education, which led them to establish the Navnirman Shikshan Sanstha's S. P. Hegshetye College of Arts, Commerce & Science, at Ratnagiri in 2001.

The college is affiliated to the University of Mumbai & offers the undergraduate courses in different subjects. The college has an excellent infrastructure. College has enriched library with latest books & journals. Our students have participated in various Zones, District, University, State & National level competitions. The college has well advanced modern computer lab. College helps students to realize their goals & achieve them effectively with experienced & dedicated teachers. The college finds its responsibility towards community, women's empowerment, socio-economically backward class, environment consciousness, national harmony etc. And constantly address them through several co- curricular and extracurricular activities.

Vision

To provide quality education at affordable cost with special focus on economically backward & socially deprived Students. To make them socially responsible & independent persons.

Mission

- To impart job oriented education useful to the industry and society.
- To sustain conventional and enhance skills based education considering career oriented view of education.
- To promote innovation, training, consultancy applicable to research and useful to society and industry.
- To prepare students and staff for further development and also make them aware about environment, gender equality and social as well as cultural sustenance.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Motivated faculty members.
2. Excellent team work among faculty and students.

3. Very close to coastal tourism area hence ample opportunities of careers are available.
4. Strong exposure to co-curricular and extracurricular activities.
5. Well infrastructure and sports ground.
6. Rigorous research based activities.
7. Monetary scholarships to the economically backward students and girls.
8. Good Academic result with positive trends.
9. ICT unable classrooms.

Institutional Weakness

- Lack of transport facilities for students from remote areas.
- No hostel facility.
- Three unit departments of the Arts faculty thus each department has only one teaching staff.
- PG courses yet to be started.
- Inadequacy and dropout of the students.

Institutional Opportunity

- To Commence career oriented as well as professional courses in accordance to the job opportunities.
- Platform to start PG courses.
- To start six unit departments.
- To empower Competitive Examination, Career Guidance and Placement Cell. To collaborate with companies and hotels across India for employment purposes.
- To work new project for research.

To build-up MOU with educational institutions, Hotel Industries and IT industries on National and International level.

Institutional Challenge

- To educate academically weaker students.
- The students basically belong to economically backward class and hilly areas as well as have lack of educational background and awareness.
- To increase the strength of students.
- To eradicate inferiority complex, passive approach and problem of speaking in English from students' mind and bring them into the mainstream of higher education.

To make available transport facilities for students from remote places.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college imparts education in faculties of Arts, Commerce, and Science. It offers UG and Certificate courses. Elective system is applied for B.A, B. Com, B.B.I, B.M.S, and B.H.S. whereas CBCS system is followed for all classes. Our college follows the curriculum prescribed by the University of Mumbai. The college ensures effective curriculum delivery through a well-planned systematic manner and documented Process. Planning for effective implementation of curriculum is done at the beginning of academic year with a focus on the objectives and goals of the college. The Academic Calendar is prepared at the beginning of the academic year as per University Academic Calendar. The practices such as maintaining academic calendar, departmental time table, annual teaching plan & attendance of the students etc. are implemented for effective delivery of curriculum. The college takes initiatives and conducts various students' centric methods that become more experiential, participatory and holistic. With the traditional methods the curriculum is delivered effectively through ICT tools and various teaching aids. Syllabus completion review is done by IQAC in each semester. Continuous internal evaluation is undertaken through well-established mechanism. The curricula is framed with well-defined Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (Cos). Curriculum covered cross cutting issues relevant to Gender Environment and Sustainability, Human Values and Professional Ethics. The institution inculcates values related to environment and sustainability by organizing various extra-curricular activities. To improve the transaction of the curriculum, annual feedback on curriculum is collected from stake holders such as students, teachers, alumni and employers. Feedback is consolidated, evaluated, analysed and action is taken accordingly.

Teaching-learning and Evaluation

The college prospectus contains detail information about courses offered, eligibility criteria, admission procedure, scholarships, infrastructural facilities, academic calendar etc. The institution practices transparent process of admission for all the programmes as per the rules and regulations provided by Government of Maharashtra and University of Mumbai. The admissions are given on the basis of first come first serve. Care has been taken to provide adequate representation to SC/ST/OBC and other communities of the society. The college conducts various student centric methods that learning became more enhancing. Students representative are nominated in various college committees. The teachers use ICT in teaching, learning and evaluation. Teaching-learning practices include ICT-based methodology through Google Classroom and Meet, YouTube, PPTs, PDFs, videos; you tube links, e- sources, google forms, etc. the students actively participates in group discussions, seminars, essay writing competitions, poetry recitation competition, debates, wallpapers magazines etc. These events develop a sort of critical and creative thinking among the student. For the slow learners, remedial classes are offered to enhance their learning. Research projects are assigned to the advance learners. The teachers are recruited as per the policies of Government of Maharashtra. The average percentage of full time teachers against sanction post is 92.72%. In the institution, have 02 permanent faculties and 28 temporary faculties. Total 13.57 per cent teachers are Ph. D and NET, SET holders. The Continuous Internal Evaluation (CIE) is a comprehensive and robust. Academic performance of the students is evaluated through assignments, unit tests, attendance, seminar, quizzes, projects and group discussions at the end of semester examinations. There is a mechanism to deal with grievances related to college and university examinations. An examination committee is constituted to handle the issues regarding the evaluation process. POs and COs are displayed on college website and communicated to the students in induction Programmes. The formative and summative assessment methods are used for measuring the attainment of each PO's, and CO's. A strong mentoring system scheme is practiced through an established mechanism. There is a system of felicitation and awards for

meritorious students. Online student satisfaction survey regarding to teaching learning process is conducted.

Research, Innovations and Extension

The institution has framed policy and established the Incubation centre under Jidnyasa Research Committee for research promotion. Jidnyasa Research Committee takes continuous initiatives to inculcate research interest among the faculties and the students. The institution provides IT infrastructural facilities and required human resource support to the faculty members and students. Presently 2 faculty members has been awarded Ph.D. Faculty members are encouraged to write research articles & to apply for research projects. An amount of Rs. 107000/- has been received for research projects. Also 02 Minor research projects had been completed by faculties during last five years. The faculty members have published 08 research papers and articles in National & International Journals.

The college has organized 41 Seminars, Conferences & Workshops on Research Methodology, Intellectual Property Rights (IPR) and Entrepreneurship during the last five years. College had collaboration with 20 other institutes to exchange the knowledge among the faculty members & students. The college is organizing various extension activities with the active participation of teachers and students to the create awareness and responsibilities among the students regarding the common social issues i.e. International Yoga Day, Tree Plantation, Voters Awareness Rally, Polio Awareness Programme, Social Equity Week, Girls Security Programme, International Women's Day, Road Safety Programme, Corona Vaccination and Safety Awareness Programme. Faculty & students visited to Maher Ashram Ratnagiri and Avishkar Society for development of mentally handicapped. The students offer some clothes and donated stationary In 2018, Kerala state faced a natural flood disaster. For flood affected people, the students and staffs collected a fund and sent it to through the Rastraseva dal. In the year 2019 the college donated grain and pulses to kolhapur sangali flood ted people and In year 2022 the college also distributed grain , pulses and necessary goods to the Chiplun flood affected people. At that time, the Lokmanya Tilak Memorial library Chiplun was filled with silt due to flood water. The students cleaned the entire library by vacuuming the sludge.Institution. Faculties achieved Awards & recognitions for their outstanding contribution for organizing & participating in extension activities & outreach programs in the neighbourhood society.

Infrastructure and Learning Resources

The college encompasses a well maintained green campus with construction of building is 3157.68 Sq. mtr. spread over an acre of land ensuring adequate infrastructure for teaching learning activities. The institution has well-furnished classrooms with adequate size desks, enough lighting with well ventilation, 04 smart TV classrooms, 4 LCD Projector Class room, one smart class , one seminar hall with LCD Projector and Two computer Lab. There are 60 computers with updated versions for office and students. The campus is supported with WiFi facility BSNL Broadband width of 200 mbps. To avoid power cut disturbance there are three invertors fitted in the office and computer Lab. 05 printers, 03 Printer with scanners, 2 Xerox machines. Expended Rs. 11,22904 Lakhs for infrastructure development augmentation during 2018-19 to 2022-23. The library is located on the third floor having an area of 1390.84 sq. ft. The library has partially automated with e-Granthalaya 3.0 Software. There are separate reading compartments for teachers and students in library. The institute played a proactive and supportive role in grooming students in sports. The institution has adequate facilities for sports and games. Indoor Game facilities: Carom board and Chess etc. the college have specious ground facilities to increase sport spirit among the students. Yoga practice is conducted in a separate place. Filtered Water (RO) Facility is made available for students, faculty and staff members. The college has a

canteen and parking area for students & staff.

Student Support and Progression

The students belonging to this area are economically backward. The student needs scholarships, financial support, freships, welfare schemes, and carrier guidance. GOI, post metric scholarship, EBC, SC/ST, NT, VJNT and Minority Scholarships are made available to concerned students. Beside this Hindustan Petroleum Corporation LTD, Malala Scholarship, Shahu Maharaj Scholarship University of Mumbai financial assistance, are made available to the students. As per the state government norms, students belonging to the SC/ST, OBC and SEBC categories are receiving the financial assistance from the government. 30.03 % students benefited by Government scholarships. Apart from Government scholarships, college has the institutional practice of offering financial support to the deserving students. Academic endowments and prizes are given every year to the achievers at various levels. Departments, associations and committees in the college organize different capacity building and skill enhancement activities. 'Communication Skills in English' helps in capacity building and skills enhancement. Remedial Coaching Classes, Yoga, health and hygiene camps and Personal Counselling are made available for the welfare of Students. After completion of graduation courses 25.91% of the students go for higher education and join services as per their needs.

The Career Guidance and Counselling Cell encourage the students to take part in competitive exams. 01 student appeared in state/ national/ international level examinations. In 2018-19 the student Swapnil Dhanawde got 1st rank on Jaywant Dalvi One Act Play state level competition. In year 2022-23 student Shruti Fhanse got 2 state level runner up prizes in Badminton. The Institution has a transparent mechanism for timely redressal of student grievances. Students and alumni representation in CDC, IQAC Committee, Magazine Committee, NSS committee, Grievance Redressal Committee, Sports Committee, Cultural Committee etc. The students are encouraged to participate in sports, cultural competitions and social activities organized by the college as well as other institutions.

Governance, Leadership and Management

Governance of the Institution is the reflection of an effective leadership in tune with the Vision and Mission of the Institution. The management promotes education compatible with the goals and objectives. The vision of the college is "To provide quality education at affordable cost with special focus on economically backward and socially deprived students. To make them socially responsible and independent persons". The Institution encourages decentralization and promotes participative management with involvement of all stakeholders through CDC, IQAC and various committees for administration and academic process. The Institution ensures transparency and accountability in all its activities to the satisfaction of stakeholders. CDC acts as a link between Governing Council and the college. Internal coordination is effectively implemented by the Principal. The representation of the teachers and students in various committees ensured decision making policies. Various committees are formed to plan, coordinate and monitor periodical reviews of teaching, learning and extension activities. Regular meetings of IQAC and other committees helps in effective planning and implementation of institutional policies.

Perspective plan is prepared by IQAC under the recommendations of Governing council, CDC and Principal and deployed effectively. The efficacy of institutional bodies and their functioning is visible from policies, administrative setup, appointment & service rules and procedures and deployment of strategic plan. There is an effective implementation of e-governance in administration, finance and accounts, students' admission and

examination process. The institution has put several welfare measures for employees including EPF pension, various types of leaves, and uniforms for teaching and non-teaching staff. The teachers are provided with financial support to attend conferences/workshops, and to publish research articles.

The Institution has a well - planned resource mobilization policy. Principal is the in charge of the financial transactions. IQAC plays a vital role. IQAC consists of representatives of the management, teaching, non-teaching staff, students and alumni. Alumni Association conducts activities . IQAC is responsible for preparation of Self-Study Reports, and Performance Based Appraisal System. Academic and Administrative Audit, Environment Audit, Energy Audit, Gender Audit. The IQAC also organize FDP and collect feedback from various stakeholders.

Institutional Values and Best Practices

- The institution has established statutory committees like Grievance Redressal Cell, Anti-Ragging Committee and Internal Complaint Committee to ensure the safety and promotion of gender equity. College organizes programs to ensure awareness of gender equity by arranging Rallies, women sensitization programs. Gender Audit is conducted by the IQAC. We celebrate/organize national and international commemorative days and festivals to create awareness and unity among the students.
- Use of LED bulbs and various energy saving devices implemented for energy conservation. i.e. Solar Panel.
- The institute adopted two best practices: 1. 'Vachaspati' Competition 2. 'A thread of humanity' programme.
- Women empowerment is the distinctiveness of the college. Strong devotion for over all development of the society is our prime aim.
- Rain water harvesting helps to recharge of bore on the campus.
- Organic composting plant is implemented for management of the organic degradable waste.
- Green and energy audit was done in the campus.
- Cleanliness drives are organized by the NSS. Dustbins are placed at the proper places.
- The Ramp facility is made available to support differently-abled students.
- Activities and programmes pertaining to cultural, regional, linguistic and socio-economic occasions are conducted as per circulars of Government and Academic Calendar.
- Faculty and students contribute in social causes and natural calamities. We worked as Corona Warriors during Covid-19 pandemic. Students and staff distributed food packets and masks to the adopted village Dande Adam.
- The college contributed towards the floods affected in Kerala and Maharashtra .

The college has organized various programs inculcating the values of tolerance, harmony towards cultural diversity among the students.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	NAVNIRMAN SHIKSHAN SANSTHA'S S. P. HEGSHETYE COLLEGE OF ARTS, COMMERCE AND SCIENCE
Address	S. M. JOSHI VIDYANIKETAN P 63, MIDC, MIRJOLE RATNAGIRI
City	RATNAGIRI
State	Maharashtra
Pin	415639
Website	www.navnirmancollege.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	ASHA SHIVAJIRA O JAGDALE	02352-228977	7588861525	-	sphiqac@gmail.com
IQAC / CIQA coordinator	POOJA MAHENDRA MOHITE	-	7745861525	-	sawantnilam4@gmail.com

Status of the Institution	
Institution Status	Private

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details

State	University name	Document
Maharashtra	University of Mumbai	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC		
12B of UGC		

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				

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	S. M. JOSHI VIDYANIKETAN P 63, MIDC, MIRJOLE RATNAGIRI	Rural	2	3157.68

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English,	36	HSC	English	120	7
UG	BA,Hindi,	36	HSC	Hindi	120	15
UG	BA,Marathi,	36	HSC	Marathi	120	46
UG	BA,Economics,	36	HSC	English + Marathi	120	31
UG	BA,Geography,	36	HSC	English + Marathi	120	54
UG	BA,History,	36	HSC	English + Marathi	120	51
UG	BSc,Computer Science,	36	HSC	English	60	24
UG	BSc,Information Technology,	36	HSC	English	60	24
UG	BSc,Hospitality Studies,	36	HSC	English	60	26
UG	BCom,Banking Insurance,	36	HSC	English	60	19
UG	BCom,Commerce,	36	HSC	English + Marathi	120	26
UG	BMS,Management Studies,	36	HSC	English	60	20

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				11			
Recruited	0	0	0	0	0	0	0	0	1	9	0	10
Yet to Recruit	0				0				1			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				21			
Recruited	0	0	0	0	0	0	0	0	4	16	0	20
Yet to Recruit	0				0				1			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				8
Recruited	6	2	0	8
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	2	0	2
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	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	5	23	0	28
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	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
UG	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		Total
	0	0	0	0	0

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	329	0	0	0	329
	Female	206	0	0	0	206
	Others	0	0	0	0	0

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

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	53	52	41	29
	Female	35	33	31	16
	Others	0	0	0	0
ST	Male	9	4	3	4
	Female	2	2	2	1
	Others	0	0	0	0
OBC	Male	206	195	166	153
	Female	95	96	94	106
	Others	0	0	0	0
General	Male	130	161	136	156
	Female	85	82	76	85
	Others	0	0	0	0
Others	Male	25	24	26	22
	Female	17	21	19	24
	Others	0	0	0	0
Total		657	670	594	596

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The college adopts the promotion of a multidisciplinary and interdisciplinary learning approach on campus to develop the all-round capabilities of the students. We follow the curriculum
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	<p>designed by the University of Mumbai. The B. A., B. Com, B.M.S, B.B.I programs have an elective mechanism, giving students the freedom to choose subjects of their choice. B.A., B.Com, B.M.S, B.B.I, B. Sc Computer Science, B. Sc. Information Technology & B. Sc. Hospitality Studies programs follow the CBCS pattern. To address the needs of students, the college has introduced a three-year B.B.I (Banking and Insurance) course. Additionally, the college offers short-term certificate courses. Faculty members actively participate in faculty development programs and seminars on the National Education Policy 2020. The college is introducing more multidisciplinary subjects and identifying program-learning outcomes along with course outcomes. These outcomes define specific knowledge and skills that enable the learners to achieve their objectives.</p>
<p>2. Academic bank of credits (ABC):</p>	<p>The college is following policies related to Academic Bank of Credit (ABC) to facilitate the academic mobility of students. The college is also adopting the policy guidelines to ensure appropriate credit transfer. The college has been following the CBCS pattern adopted by the University of Mumbai. The university has informed the college about the necessary actions for the implementation of the Academic Bank of Credits. The faculties of our institute have instructed the stakeholders accordingly. The college has appointed a faculty member as the Nodal officer to execute the guidelines provided by the University. The college has also been instructed to create ABC accounts for all students in Digi Locker. The students have successfully created their ABC accounts and their ABC IDs have been forwarded to the University of Mumbai.</p>
<p>3. Skill development:</p>	<p>The college has adopted a policy to offer skill development programs for the overall development, aiming to address the requirement of 21st-century skills in society. Career-oriented courses such as basics of Computer, spoken English and written, environmental studies, bakery and food production, geographical survey Technics, business management, tourism studies, agricultural based studies, hygiene related courses have been successfully completed during the academic year. All departments organized various skills based programs enabling students to explore future employment pathways. Our college</p>

	<p>actively participates in this initiative, providing skills among our students opportunity to develop entrepreneurial skills.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>The college actively engages in spreading the rich heritage of our country and traditional knowledge in the fields of arts, literature, and culture. We have adopted a trilingual approach for our undergraduate programs, utilizing English as an international language, Hindi as the national language, and Marathi as the state/regional language in our curriculum. Our specialization lies in Marathi, Hindi, and English literature. Social science subjects like Geography, History and Economics are taught in a bilingual mode, using both Marathi and English. To preserve and promote Indian culture and tradition, every year college organizes various programs. Our language and social science department actively arranges different activities to develop language skills among students. Hindi din, Marathi Bhasha Din, Elocution Competition, Field Visits, Theme Dinner programs have organized to get knowledge about Indian culture and language.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>The college has implemented the Choice-Based Credit System (CBCS) pattern of the University of Mumbai since the academic year 2017-18 for the undergraduate courses. In accordance with the CBCS guidelines, the university has reconstructed the syllabus for all the programs. The university has included the course and program outcomes as objectives in the restructured programs. At the end of the academic year, the faculty members engage in discussions with the students regarding these outcomes. We employ various methods to verify the attainment of these outcomes. Guests lectures, Industrial visits, Internship, Seminars has introduced in the college.</p>
<p>6. Distance education/online education:</p>	<p>The college is doing efforts to apply appropriate techniques, resources and modern IT tools. Considering the convenience of the students, faculty members utilized various technological tools during the COVID-19 pandemic. They made use of online teaching platforms such as Google Classroom, Zoom and Google Meet. Additionally, students benefited from the use of YouTube links for teaching and learning purposes.</p>

Institutional Initiatives for Electoral Literacy

<p>1. Whether Electoral Literacy Club (ELC) has been set up in the College?</p>	<p>Yes, Every year institution has made awareness among the all 18 years completed students about their electoral rights and duties. The Students Ambassadors are decided for the collections of electoral forms and to have communication with election department of Panchayat Samiti and Zilla Parishad / Tahasil Office for adding the name in the electoral list. Regarding teacher's constituency election. Teachers are also encouraged for their Voting rights. Various awareness workshops and seminars have arranged by Tahasil and SDO office in the college campus under the ELC for the awareness of voting. Various rally's and ran go li, posters presented for the awareness of the society during the elections in the nearby villages.</p>
<p>2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?</p>	<p>Yes, The institute has functional ELC and having student coordinators and co-coordinating faculty members are appointed. Making voter awareness enrolling in electoral collecting and submitting voter enrollment forms are done by the coordinators and communication regarding arrangement of voter awareness rallies, workshops and seminars are done by them in regular intervals.</p>
<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>ELC of our institution with their student coordinators and faculty members are participating and arranging voluntarily rallies, street plays awareness workshops and posters for the promotion of Ethical voting, enhancing participation of under privilege sections of the society and also making citizens aware about their right of vote and importance of each vote for the all sections of the society from senior citizens up to under privilege section including disable persons and also assisting district Election administration in conduct of poll, voter awareness campaign.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>The institute ELC took various initiatives and regularly creates awareness about electoral-related issues and creates awareness drives. It has organized events like the Slogan Writing Competition, Rangoli Competition on the occasion of National Voters Day, which helps to create awareness among the students and local people about voting. The institute ELC also organized a Street play to create awareness among the people about the importance of voting & how the</p>

	electoral process is done in a fair and transparent way and arranged voter awareness workshops with the help of district election administration.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	Usually, the students who admit to the B.A., B.Com. BMS, BBI., B.Sc.IT, CS, HS programs have the age 18 years, Once the admission process is done, the ELCs conduct the survey and identify the students who are eligible but not yet enrolled as voters. The institute ELC conducted a survey where it identified who were not enrolled as voters, so ELC created an awareness program and arranged a registration drive with the help of Tehsildar of the Ratnagiri Tehsil.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
575	596	594	670	657

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 51

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
30	28	28	27	27

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
83.78	54.67	50.76	73.53	69.40

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Our institution is affiliated to University of Mumbai. The syllabus of all courses is prepared revised, and updated by the Board of Studies of the university. For the effective implementation of curriculum, various action plans have been taken. The HODs allocates course curriculum to the teacher and prepare timetable accordingly. The HODs encourages the teachers to prepare teaching plan and get approval by the Principal in departmental meetings. Institution organizes departmental meetings for planning.

Faculty members make session plan with tentative dates. Institutions academic calendar is prepared based on departmental calendar of all departments and various committees. College teachers build their knowledge by attending workshops, seminars, and conferences organized by other institutes. College library arranges to provide reference books, journals, and textbooks as per the revised syllabus. Teachers take extra efforts to ensure its effective implementation. Each department provides notices to display relevant information from time to time to students. The different methods and teaching aids used to ensure proper implementation of the curriculum. Use of various modern teaching aids for teaching. Institute organizes industrial visits, study tours, excursions, village surveys for a better understanding of the curriculum.

Various aspects of departmental activates are discussed such as preparation of teaching plans, departmental schedules, workload, distribution of the courses to be taught, add-on and skill based certificate courses, attending or organizing workshops on revised syllabus, preparing the list of required text books, reference books, journals and magazines or e-letters to be purchased for the library, various methods of teaching, use of ICT, internal evaluation, tutorials, practical, projects, field visits, study tours, guest lectures, departmental events, learning resource mobilization including the e-content, syllabus completion reports and result analysis etc. All departments submit all documents to IQAC for record keeping.

The HODs and subject teachers discuss the objectives, outcomes, and contents of the syllabus with the students at the beginning of each semester. Students are encouraged to participate in research competitions like Avishkar Research Convention, University youth festival, sports and other activities. Moreover our college prospects and magazine "Mohar" contains all the information regarding academic activities in addition to extra-curricular activities. Institute provides internet and Wi-Fi connection with two LCD projectors. In addition to this library, facilities are also available to the faculty and students. Library is well equipped with all subject textbooks, journals, reference books etc.

At the end of each academic year, the Feedback on curriculum is randomly collected from the employers, students, teachers, and alumni at the end of the academic year. These feedback forms are analysed and

action taken reports are prepared. Feedback on teaching-learning is received from students every year. It is analysed and action is taken in the form of using more student-centric methods and improving teachers' performance in the classroom.

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

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 27

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 46.25

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
428	307	81	325	289

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

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

Response:

Almost courses have offered in all the programs one or the other cross cutting issues relevant to gender environment and sustainability, Human Values and Professional Ethics that are integrated directly or indirectly into the curriculum.

All the departments incorporate these issues in their curriculum delivery. All the students from first year and third year have to take these courses in Semester I to VI. These courses are completely designed to address the issues relevant to these activities and thus the student has the exposure to Gender Equity, Environment and Sustainability, Human Values and Professional Ethics.

Department of English, Marathi, Geography and Hindi discuss more about Gender Equity, Environment and Sustainability and Human values. Department of Hindi and Geography have many courses which address Environment and Sustainability.

Also the courses offered in Commerce like Accountancy and Business Economics integrate one or the other cross cutting issues. Course like Environmental Studies particularly aware about the Environment and Sustainability. Professional Ethics integrates with the courses like Commerce, Business Economics and Business Communication

Professional Programmes like Computer Science, Information Technology, Management Studies, Hospitality Studies and Banking and Insurance strongly refer to Professional Ethics along with other cross cutting issues.

Cross cutting issues are also addressed in the curriculum through various Certificate courses, co-curricular and extra-curricular activities which include Spoken English which integrates Professional Ethics.

Events organized by department of Computer Science & I.T. deal with Professional Ethics. National

Service Scheme deals with the cross cutting issues of Gender Equity, Environment and Sustainability and Human values through different activities. Women Development Cell strongly addresses with Gender Sensitization by organizing various events for girls and women staff members.

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

1.3.2

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

Response: 70.43

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

Response: 405

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 43.84

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
206	206	203	270	246

2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
540	540	540	480	480

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list as published by the HEI and endorsed by the competent authority	View Document
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 42.61

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
112	111	111	118	119

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

2022-23	2021-22	2020-21	2019-20	2018-19
280	280	280	250	250

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.2 Student Teacher Ratio

2.2.1

**Student – Full time Teacher Ratio
(Data for the latest completed academic year)**

Response: 19.17

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

To make effective teaching and learning process departments used various student centric methods. Experiential learning, participative learning and problem solving methodologies are used to ensure effective learning outcomes.

1. Experiential Learning – The college arranged several programmes for the students to experience the outside world and familiarize them with real-life situations.

1. Industrial visits / Hotel visits – The departments organize visits to the industrial and businesses plants. The major businesses in the locality are also explored. All departments interact with each other by emails.

2. Excursions – The department of Geography arrange excursions for better understanding of subject. In the excursions students learn and observe actual physical and manmade factors. In this visit, teachers used Google map to show how we reached from the college.

2. Participative Learning – Seminars, Presentations, Group Discussion, Google Classroom, and Case studies have been used by several departments to promote participative learning. Department of computer science and information Technology organises topic wise seminars and presentation to improve confidence. Almost all the academic departments use the platforms for continuous interaction with their students.

The college organized different group activities such as group discussions, inter college competitions, quiz contests, workshops, paper presentations, debate, poster making competitions, etc.

Students participate in organising events like Freshers meet, Farewell partys etc. During the annual college days students show their talents in the fields of sports, culture and literary arts. Students also actively take part in the University Youth festival where they get to compete with their peers of other colleges. Students take part in several extra and co-curricular activities like cleanliness drive, tree-plantation programme.

3. Problem solving method - Problem-solving methods are used by every department. In this process teachers give the projects to the students and they analysis their work. For data collection, data analysis, index writing, content writing teachers and students used computer.

ICT Tools:

All department used various ICT tools in teaching learning process. Generally, with the help of Television & projector teachers showed PPT, videos, Images, pictures to students and make their teaching process easy. They share same documents and study material including YouTube links, videos on Google classroom and WhatsApp Group.

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

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 92.72

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

2022-23	2021-22	2020-21	2019-20	2018-19
32	31	30	29	29

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 13.57

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
5	3	4	4	3

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The evaluation system is implemented as per the guidelines of the affiliating University of Mumbai. The University introduced Choice Based Credit System (CBCS).The Continuous Internal Evaluation System has been a part of the evaluation mechanism. The schedule is approved in the meeting of examination department and displayed on the notice board . Evaluation of projects includes project report, presentation and viva-voce.

Robustness in mechanism of internal assessment:

Additionally, to mandatory internal evaluation extra unit tests, open book tests, assignments, projects, viva-voce, tutorials, group discussions, seminars etc. are conducted. The internal /external examinations are conducted online/offline mode, monthly/ quarterly.

Additionally following system is adopted:

- The basic eligibility of evaluation of results is displayed on notice board.
- The continuous evaluation report display at respective notice boards.
- There is an established Examination Grievance Committee for examination related grievances.
- Schedule of Internal Assessment is communicated at the beginning of each semester.
- The internal evaluation process is communicated during Induction/Orientation program.
- The Class assessment, Test assignment, Project evaluation etc. answer sheet copies shown to student & discussed with them for improvement.
- The Academic committee / HOD and Principal regularly monitor Internal / External examinations and assessments.
- The College also furnishes photocopies of answer sheets to candidates on demand.

The university appoints external examiner for practical examination to make the whole process transparent.

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

The examination committee of the college deals with the examination related grievances. The committee comprises of 5 members, the Principal him/her self being the chairman and other 4 members generally department heads. Hence, the grievances regarding the college level examinations are attended to and resolved within 3 to 4 days.

Students' unsatisfied, can apply for a photocopy of the answer-book and revaluation within seven days after the declaration of result. The photocopy or revaluation report is given within 15 days from the date of application. If the grievances are about university examinations then students can apply to Grievance Committee of University.

The Grievance handling procedure is executed as below;

- The examination Grievance Committee operates under Examination Department.
- Examination related grievance including, infrastructure, facilities, hall ticket, late arrived etc. are solved in accordance with the grievance system procedures.
- The Invigilator; where discussion is done & fair decision is taken, with relevance to the evidences communicates the Unfair behavior of the students in Examination Hall, to the Grievance Committee.
- The similar procedure is applicable for unfair behavior by the invigilator in examination hall; where in the complainant's (student) identity is hidden.
- Test results, Semester results are declared as per the mentioned Academic Calendar with stipulated time.

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

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

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

S.P.Hegshetye College is affiliated to the University of Mumbai, the syllabus structuring, defining of objectives and framing the expected Programme outcome (PO), Programme Specific Outcome (PSO) and Course Outcome (CO) are carried out by the Board of Studies of respective courses in the syllabus framing meetings. This is communicated to all the affiliated Colleges through several workshops. The purpose of these outcome is to enervate students for their courses and programmes.

The POs represents knowledge, skills and attitude of students acquired by them, at the end of the programme. COs are the resultant knowledge and skills acquired by student at the end of a course. It defines the cognitive processes the course provides. POs PSOs & COs are uploaded on the College website for the knowledge of students. The COs are then printed in the prospectus for the benefit of the students and the parents.

The objectives of POs are displayed in all the departments prominently so as to enable teachers and students to plan the learning exercise in the classroom accordingly. The faculty members explain the learning objectives and expected outcome for each course at the beginning of the session as well as before starting the syllabus of each semester. This helps the students understand the topic being covered in the class and its relevance. PSOs of all the departments are highlighted through the achievements of shining stars of alumni after completion of the programme. The faculty members have established a strong communication channel with their respective chairpersons of the Boards of Studies. They clarify their doubts, if any, with them. The teachers also attend the syllabus revision workshops organized by the University and other colleges.

The record containing POs, PSOs and COs for all the programs offered by the College and same is made available at in all the departments for ready reference.

Apart from this, the College also communicates the objectives and importance of newly introduced POs, PSOs and COs to all the students, teachers and stakeholders through faculty workshops, College/departmental orientation programs, students induction programme, IQAC meetings, and faculty meetings. Most important the provision have been made by the institution in a timetable, that at the beginning of every semester, 3 lectures were conducted by HODs, related to POs, PSOs and COs.

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

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Attainment of program outcomes and course outcomes are properly evaluated by the institution. The institute evaluates the specific outcomes of the programme with the help of additive evaluation mechanism. Formal as well as informal methods are used for the evaluation of the outcomes. Some of the methods used by the college for evaluation of the outcomes are result analysis, internal evaluation, questionnaires system and students' performance in classroom activities as well as in curricular and extra-curricular activities, conducted at college and university level. Attainment of the outcomes are also evaluated from students' participation in higher studies and placements and teacher's informal communication with students. These attainments are evaluated at department, college and University level. The procedure of assessing the attainment of outcomes begins with defining the program outcomes discussing with the students.

Internal evaluation: Unit tests, practicals, projects, tutorials, assignments, seminars, group discussions, debates, field visits, open-book tests, oral tests, etc. are conducted for attainment of specific outcomes and evaluated from students performance. In addition to this successful participation and success in research competitions like Avishkar convention competition, contribution to specially designed literary /cultural programmes, performance in competitions like elocution, poetry recitation, quiz, debate, essay writing, poster exhibitions, presentations during value added courses, getting employments in various fields. Course outcomes are measured according to the performance of the students in the class, practical, internal evaluations and external evaluations.

Result analysis: Class wise and course wise the examination department does result analysis of the college level examinations. The results of the university examinations are analysed programme and course wise by the departments and then reported to the Principal and to the IQAC. All these results are discussed in the staff meetings, IQAC meetings and College Development Cell meetings.

Questionnaires system: At the end of every academic year the students Questionnaires on curriculum and teaching-learning process is collected and analysed by the IQAC. Inputs provided for Questionnaires on curriculum are clarity of outcomes, scope of curriculum, difficulty level, acquirement of skills, employability after learning it etc. Inputs for Questionnaires on teaching learning process are teaching methods, teachers knowledge, use of teaching aids, internal evaluation, etc. Besides this all the departments collect and analyse students' Questionnaires Reports of all these activities are submitted to IQAC.

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

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 79.33

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

2022-23	2021-22	2020-21	2019-20	2018-19
91	185	184	187	113

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

2022-23	2021-22	2020-21	2019-20	2018-19
195	194	187	191	191

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.95

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

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

Response: 1.07

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	1.07	0

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Navnirman Shikshan Santha's, S.P Hegshetye College of Arts, Commerce and Science, Ratnagiri institute is constantly engaged in delivering sessions & activities on Indian Knowledge Systems (IKS), spreading the rich cultural heritage of India. The Institute organizes programmes, activities, movies on historical, cultural aspects. In this session, knowledge about Indian customs & traditions, values, fine arts were explored.

Institute encourages its faculty and students to serve their research goals through their commitment to engaging in primary and applied research & industrial collaboration. The institute has an aesthetically designed concept of Innovation which ecosystem comprising INCUBATION cell set-up under the mandate from any statutory authority, it has been encouraging a spirit of encompass various outreach programs for creating and transfer of knowledge.

The institute facilitates to conduct programmes and entrepreneurial spirit lectures on **Industrial Talks** by inviting various Industrialists, Industry professionals, Journalists, various proprietors & corporate stalwarts are invited to motivate students on entrepreneurship. The goal of the **Incubation Center** is to incubate students for their future field of profession create and distribute resources such as physical space and infrastructure, access to business support services, mentoring and educational programmes help entrepreneurs develop their talents and utilize the seed money. The institute has a well-established Incubation center, which has state of the art technology, in built projector, ICT tools, strong, prevalent Wi-Fi connection. To lead students to create research and entrepreneurial activities.

Objectives of Incubation Center:

To inculcate entrepreneurial spirit by organizing various activities.

To facilitate regular interactions with the students.

To collaborate with sponsors to initiate Start-up.

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

The workshops & seminars are conducted to inculcate professional skills in students. To inculcate various business skills, team building skills these workshops were organized and created.

Research Convention Center

The primary aim of **Innovation Cell** is to encourage, inspire and nurture young students by supporting them with new ideas while they are in formative. The institute has a well-established Innovation Cell called as **“JIDNYASA RESEARCH CELL”**. The cell is well known to create innovation and research spirit among the learners. This research center conducts primary and secondary research activities for students and teachers. The activities include, research oriented workshops, and under Incubation center students visited various Industries. The institute has a well-developed **Research Convention Center** known as **AVISHKAR**. Projects in Science, Humanities, Management, Technology viz; **'Tourism Development', 'Waste Management', 'Innovative concepts in agriculture using IOT'**.

Mohar: Our College publishes an annual edition namely **“Mohar”**. In this, various activities and achievements, of both teaching and non-teaching, striving hard individually and collectively in different areas, students achievements are also included.

Library: The institute has set up platforms like **“VACHASPATI”** an innovative initiative by the library department, which encases students to read books, novels & references from various fields and competition is organized.

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

3.2.2

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

Response: 41

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

2022-23	2021-22	2020-21	2019-20	2018-19
12	10	7	4	8

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.02

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	1

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Link to re-directing to journal source-cite website in case of digital journals	View Document
Links to the papers published in journals listed in UGC CARE list or	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.3.2

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

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

The college organizes a number of extension activities to promote institute neighborhood community to sensitize the students towards community needs. The students of our college actively participate in social service activities leading to their overall development. The college under takes various extension activities in the neighborhood community.

College is organising several activities which are carried out by volunteers & college students addressing social issues which in Clued Cleanliness, Tree Plantation, Water Conservation through construction of Bandhara, Road Construction, Shramdan, Social Interaction, Beti Bacho Beti Padhao, Environmental Awareness, Women Empowerment, Aids Awareness, Blood Donation Camps, Health Checkup Camps & Farmers meet.

The college is organising various extension activities as Road Safety Awareness, Ekta Duth for Health, Save Fuel Save Country programme, Swachchhta Abhiyan & National Equality Awareness. The college is conscious about its responsibilities for shaping students into responsible citizens of the country by making students aware of social issues through various programmes like Environmental Awareness, Soil and Water Testing, programme on Female Foeticide, organizing visit to Maher Orphanages and Anganwadi, Voters Awareness, Blood Group Detection, Health Check-up Camps, Nirmalya Sankalan-Cleanliness of coastal areas, Disability Day, Broom Making by waste coconut branches and distributed to villagers, Foot Wipes/ Doormats (paypusna) making from old waste clothes, Cleanliness Rally, Street Play on Aids Awareness & Food Competition held in villages about making healthy food etc.

All the mentioned activities have positive impact on the students and it developed student community relationship, leadership skill and self-confidence in students. It also helped in cultivating hidden personality of students and created awareness among students.

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

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

College is always doing various activities through NSS such as tree plantation, blood donation camp, help of vital items to orphanages, coastal area cleaning & aids awareness rally, are often appreciated by various organisations, government offices for commendable performance. Some of these activities,

which are appreciated & awarded by government or government recognized bodies, are given below:

Arogya Parivar-

Novartis launched Arogya Parivar, its first social business model, in 2007. Arogya Parivar, which means healthy family in Hindi.

The NSS department of the college presented street plays at many places in the city to create awareness about health. Public awareness was created in a very beautiful way that is regarding the health of women and children. Raised public awareness on many issues such as misconceptions, superstitions and their consequences regarding health. Arogya Parivar did appreciation for this work.

Children rehabilitation Boarding, Remand home-

Children rehabilitation centre is an institution to which juvenile offenders between 8 and 14 years may be remanded or committed for detention.

The NSS department of the college distributed educational materials such as pencils, pens, notebooks, chocks etc. to the students.

Civil Hospital, Ratnagiri -

Every year under NSS department of college organizes blood donation camp in college campus. Many students, teachers and other staff donates blood in this camp. This camp developed social consciousness among the students.

'MAHER' Orphanage, Ratnagiri -

Maher is an interfaith and caste-free Indian non-governmental organisation based near Pune with remote homes in Ranchi, Ratnagiri, Miraj and Eranakulam.

Life necessities (sarees, grains) are distributed to children and women living in the '**MAHER' Orphanage** 'on behalf of the NSS department of the college.

Yashwant Prathmik Vidyalaya, Mirjole, Ratnagiri -

Many poor, needy students from nearby area are studying in this school. Our college students and teachers are distributing educational materials, stationary items & uniforms to these children every year on behalf of NSS department of our college.

Zilha Parishad School, Dande-Adom, Ratnagiri -

Many poor, needy students from nearby villages are studying in this school. Our college distributing educational materials, stationary items & uniforms to these children every year. School is always thankful for this.

University of Mumbai, Mumbai -

The NSS department of the college received an award from the University for the **Outstanding Performance** of the department. NSS department till date has done many works like street play, social awareness, tree plantation, cleaning drives, blood donation camps etc. In all the above mentioned programs there are always active participation of the students.

Avishkar School for Mentally Handicapped, Ratnagiri -

Avishkar is a school for disabled children in Ratnagiri. Every year students of our college are going to this school and distributing educational materials to these students.

Kokan Railway Corporation Ltd, Ratnagiri -

In academic year 2018-19, students of our college were participated in street plays on public awareness program entitled as 2018-19 as year of security of 'Women & Children in Railway' which is jointly organised by Kokan Railway Corporation and NSS department of college.

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

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 50

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

2022-23	2021-22	2020-21	2019-20	2018-19
13	7	4	10	16

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 20

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

In order to implement the plans and achieve desired goal, there are adequate facilities available in institution for teaching & learning. The institute has undergraduate programs in three faculties namely, Arts, Commerce, and Science. The Institute has created adequate infrastructure in terms of state of art computer labs, library, staff rooms and ICT classrooms. Also Cafeteria and Auditorium are available for students & staff members.

Institute has advanced and well equipped two computer labs with latest configuration. There are 50 computers are installed & functioning in both labs. The labs are well supported with latest software version and strong support of anti-viruses. The Labs are operating with 200 MBPS internet connection. The institute has all supportive equipments such as scanners, printers, Laptops, LCD projector etc. A power backup system is also installed in labs. The whole campus is under CCTV surveillance. The Institute also has a Geography lab for students.

Hospitality Studies department is having labs for their 4 major subjects which are front Office, Housekeeping, Food & Beverage Service & Food Production. Also for food production, HS department is having Basic Training Kitchen - **BTK** & Quantity Traing Kitchen - **QTK** for there practicals.

Library is a heart of any institute. The library is well furnished to create a pleasant environment for the students and staff. It plays vital role in enhancing the user's knowledge. The library has collection of Textbooks, References and Journals. The Built-up area of the library is 1390.84 Sq. m. The Library have 14959 books and 1441 reference books including Dictionaries, Encyclopedias and books on Literature. The library is enabled with **E-Granthalaya** freeware software. A separate reading section for students and staff is available.

There are 17 classrooms available in the institution, which is sufficient to engage theory classes. All the classrooms are well equipped with the required furniture. Along with classrooms, the institute have ICT enable classrooms. Classrooms are spacious, well ventilated. The seating capacity of classroom is sufficient with Televisions, LCD projectors, green & black boards. The institution have Jidnyasa Research Cell under the incubation center, Cultural room, WDC room, Sports room, Girl's & Boy's changing room, NSS room, Exam Room, DEPD section, IQAC room & Student Councillng room.

The campus has well equipped playground & gymnasium. A playground is available for various sports.

The students are provided with sports equipment such as Volleyball, Cricket, Kabbadi, Kho Kho etc. Dedicated grounds for sports like Volleyball, kabaddi, kho-kho and shot put are available. The Yoga room is available. The institution also has Counseling room, guest room, boys Changing room, ladies common room.

The institution has good & healthy environment in the college campus with sufficient facilities.

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

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 3.38

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
1.95064	1.31933	1.65732	5.31986	0.98189

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS),

adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The Institution has a partially automated system of Library utilizing, Integrated Library Management System (ILMS) being implemented in year 2021. The system incorporates E-Granthalaya Version 3.0 (2007) as (Network Edition), which is developed & powered by National Information Center (Freeware software). E-Granthalaya software proves to be beneficial as it caters together various modules for in house operations including Acquisition, Cataloguing, Serial control, Circulation, MIS reports, OPAC. The process of automation is partial in nature, efficient and effective.

The library has internet with broadband speed of 200 MBPS (BSNL FTTH). Library has sufficient stacking area for Dewey Decimal Classification (DDC) of books. It has 14959 books, 16 journals, 8 newspapers visually displayed, thus creating a huge reading and learning material for the students and staff. Library hosts several events to encourage and motivate reading culture, awareness among students. One of the activity encompasses as "VACHASPATI"; in which "Best Reader" is nominated. The library also conducts Book exhibition displaying various books. Library functions under Advisory Committee for decision-making.

- **E-Granthalaya: Objectives and Uses**

E-Granthalaya is an integrated, multi-lingual package, which incorporates the in house operations of library. It has hands on access to library's reading material in the digitalization accession registers as well as records. It has many advantages as an Online Public Access Catalogue (OPAC), Books acquisitions, Circulation, Serials, Micro documents, Budgets, Search and status wise collectives.

- **Library Management Software Modules and its Functions:**

- **Acquisition:** This module allows users to choose books, construct searchable database. This module generates book title masters, requisitions, invoices, accessions, cancellations.
- **Serial Control:** Module helps to manage book subscriptions, renewals, cancellations, assuring accurate MIS reporting.
- **Circulation:** Module efficiently manages borrower categories by tracking book issues, returns, dues and Library books flow smoothly. This module also includes borrower details updates, visitor management, report generation such as issue book report, issue book quantity date-wise, all transaction reports.

- **OER**

OER serves as an Open Education Resources. There is availability of free content/ academic material for the access of the students. There are OER's on Management concepts like Motivation of young professionals at the workplace by OECD, Workplace performance, computer-learning concepts.

- **OPAC**

Users can search for books using keywords such as book's name, title, author etc. in Online Public Access Catalogue (OPAC). Users may quickly and easily retrieve information, improving their library

experience.

It contains reading hall that can accommodate 40 students, with separate arrangements for faculty, staff. It has an arrangement of bulletin board, which displays and important activities, data, daily information and periodical updates about library. It has also instructional boards on which library rules, Library committee, Timings are displayed for the information of students. It also has a visual display for Newspapers, Magazines and Journals.

Library functions are under Advisory Committee for decision-making and a sum of user each day throughout working days of a year divided by total working days of a year.

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

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

Management education cannot be effectively imparted without a strong Information Technology support. The teaching-learning environment is changing rapidly and getting technology oriented. Moreover, management education, being very dynamic in nature, has everyday updates and advancements in knowledge which are all made available to the students through extensive use of IT facilities.

The college has well established mechanism for upgrading information technology infrastructure. IT infrastructure is provided to the administrative section, computer lab, library, examination section, classroom/smart class & seminar hall. Internet facility is provided to all students and faculty. All these facilities are continuously upgraded in the form of hardware updating, addition of bandwidth, replacement of high capacity cables, extension of continuous power supply facility etc. The college has BSNLFTTH with 200 mbps speed available.

The college has 04 Smart LED TV, 02 laptops, 60 computers (50 academic and 10 administrative work) 05 LCD projectors, 05 printers, 03 Printer with scanners, 2 Xerox machines. Backup system was installed for computers. The faculty and staff for regular teaching learning and administrative process use resources from various websites and web links. The college has procured necessary licensed softwares, especially for the administrative office and exam section. The Library is partially automated with e-

granthalaya freeware. The administrative office is connected through PRINCIPAL9 admission software, which is recently upgraded to meet the requirements thought LAN. The entire examination system is administered through e – governance with regularly updated software Result10. The administrative and examination section are provided backup facility through inverters. The Computer laboratory is well equipped with 50 desktop computers, 01 laptop and Inverters for backup in case of electricity power failure (3.5 KVA batteries backup). Antivirus softwares are installed and upgraded regularly.

E – Granthalaya software Developed & Designed by the National Information Center (Freeware software). The bibliographic information about the collection is made available through library OPAC system. The Library is also available online through OPAC.

The college has an active website administered and maintained by Beyond Web, Mumbai. It is updated regularly. Biometric system is introduced recording the attendance of teaching and non- teaching staff. There are 16 CCTV cameras for security and surveillance purpose.

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

4.3.2

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

Response: 11.5

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 50

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student’s usage.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 7.86

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

2022-23	2021-22	2020-21	2019-20	2018-19
9.45476	3.08848	1.65405	5.70164	6.20755

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 30.3

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
161	125	162	233	256

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

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

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 18.63

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

2022-23	2021-22	2020-21	2019-20	2018-19
257	37	255	27	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

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

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 45.5

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
70	89	51	59	80

5.2.1.2 Number of outgoing students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
98	185	184	187	113

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 0.24

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	1	0	0	0

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.3 Student Participation and Activities

5.3.1

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

Response: 14

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

2022-23	2021-22	2020-21	2019-20	2018-19
7	0	0	4	3

File Description

Document

Upload supporting document

[View Document](#)

list and links to e-copies of award letters and certificates

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.3.2

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

Response: 6.2

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
6	8	0	8	9

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.4 Alumni Engagement

5.4.1

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

Response:

S P Hegshetye College of Arts, Commerce & Science ,Ratnagiri has an unregistered Alumni Association with the prime intension of connecting with each other, sharing & creating a better rapport between the past & present students, the alumni association was formed. It provides platform to share the experience of the past students & provide the information to the present students about the placement, job requirement & enrichment programs to be included to make the students face the challenging world. This continued every year & included alumnus in the process of betterment of the college. To increase the commitment & the responsibility of the Alumni in the year 2019 – 20 unregister Alumni Association was created.

Feature of unregister Alumni Association:

- The Alumni Association is managed by the Executive Committee
- The Association get connected with the alumni members through organizing various activities
- Annual Alumni Meetings are organized in which the alumni interact with each others
- The feedbacks provided by alumni is helpful to faculty members for guiding the students. The Alumni also provide expert suggestions about curriculum, offered guest lectures & actively participate in various institutional activities like Seminar, Conferences, Workshops & other co-curriculum activities
- The alumni enrich the professional knowledge of the present students through interaction & also provide career guidance & an entrepreneur awareness for the benefit of students
- Alumni is part of Internal Quality Assurance Cell & contribute to the effective functioning of the Cell
- Most of our alumni are well settled in reputed organizations & some of them are self-employed. They are actively sharing information related available vacancies for placements

Contribution of Alumni:

The alumni that expertise in their respective fields, are invited to guide our students. The Alumni associated with social work to invite to NSS activities to encourage our students for their active participation in the social responsibility for good nation building. Their experience & guidance encourage NSS volunteers in the college. Many alumni have helped the college to organize placement camps, conferences, workshops & other activities. Some of the alumni, who had represented the college in the cultural activities, is currently working in television and theater industry, contributed by giving

guidance to the students in the cultural activities. Their experience has developed the confidence among the students.

This alumnus conducted various activities like Workshop, Disaster Assistance Flood affected area help, Tree Plantation, Blood Donation Camp etc.

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

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Our governance body is so reflective and the prime focus is on the vision and mission of the institution.

Vision

To provide quality education at affordable cost with special focus on economically backward and socially deprived Students. To make them socially responsible and independent persons.

Mission

- To impart job oriented education useful to the industry and society.
- To sustain conventional and enhance skills based education considering career oriented view of education.
- To promote innovation, training, consultancy applicable and research for useful to society and industry.
- To prepare students and staff for further development and also make them aware about environment, gender equality and social as well as cultural sustenance.

The Academic Excellence is monitored through, Examination Committee, Internal complaint Committee, Anti-ragging Committee, Grievance Redressal Committee, Disciplinary Committee, Admission Cell, Examination Grievance Redressal Committee, Library Committee, Administration department. Extra-curricular excellence is operative through Cultural department and Sports Committee. The effective leadership is visible in various institutional practices such as Decentralization and Participative management.

Decentralization Management: At the beginning of each semester, department wise, subject wise allocation is done in the presence of all delegates. If any faculty has any issue related to his/her allocated subject, he/she can discuss it in this meeting and based on the review of HOD decision is taken. The HOD oversees the teaching plans/activities of his/her faculties.

The institute has operative committee working under Decentralization and Participative management. Governing Council, College Development Committee, IQAC, CDC is the highest body of decision making at college level and comprises of management representative, Head of the Institution, society representative etc. Sustainable infrastructural growth, academic, student support, performance and achievement. The institution has achieved significant growth in various parameters. The institute has shown significant growth in various infrastructural growth, leading to academic excellence. The

infrastructural development shows various classrooms, store rooms, laboratory, college canteen, administrative office, cafeteria, and counselling rooms, incubation centre, Jidnyasa research centre. For upgradation there is purchase of various sports equipments, sports materials, Invertors, projector screen, kitchen equipments, Printer, Utensils, Invertor batteries. Teachers are encouraged to use modern teaching aids.

Modern ICT tools with television, LCD projector etc. are used. The quality of courses and its sustainability is highly maintained through academic monitoring. The courses offered by each department are in the best integration of industry demand and recent trends. Besides there are various faculty development programmes, there are various workshops on career progression for students, workshops on competitive examinations, expert guidance through various professionals.

- Initiatives taken by the institute to implement NEP:

To support the initiative of NEP, taken by the Government the institute conducts various Awareness programmes on giving insights and knowledge about the structure and knowledge of NEP. Apart from this the staff members have also participated in various informative programmes and workshop conducted on NEP.

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

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

At management level, some issues get finalized or resolutions are passed regarding quality policy in the governing council. Thereafter, they are conveyed to the principal for implementation in the institution. The management supports the principal all the way in this respect. Implementation of the activities is monitored and reviewed by the management eventually. The progress and feedback of the employed quality policies are discussed in the meetings of Governing Council. At institutional level, the IQAC develops various activities in consultation with the principal to fulfil quality requirements. For effective functioning of the activities, the institution has formed various committees and operational autonomy has given to them. The IQAC monitors all curricular, co-curricular, and extracurricular activities, reviews their effectiveness from the stakeholders and faculty members, and consult with the principal in this regard. To enhance quality, the institute encourages its staff to attend various workshops, seminars, conferences, training programs

arranged by other universities, colleges, and organizations for self-development. It also motivates staff to apply for higher qualification, minor research projects, and publishing research papers. The institution has a perspective plan.

Describe the internal organizational structure and decision making processes. The institute takes decisions for better attainment of objectives as under:

The College Development Committee (CDC) meets in each academic year. In the meeting, quality policies and issues of development are discussed. These policies and issues are further processed for implementation. IQAC conducts a meeting of all teachers and assigns them the task along with operational autonomy. The said committee co-ordinates and monitors the activities undertaken. Results of these decisions are duly conveyed to the higher authority.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2

Institution implements e-governance in its operations

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

Response: B. 3 of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The Institute acknowledges its employees & provides a caring and supportive working environment to all staff, which enables them to develop and optimize their full potential.

Existing welfare measures for teaching and non-teaching staff are listed below:

- EPF (Employee Provident Fund) SCHEME: As per the existing norms of Central Government, EPF (Employee Provident Fund) and ESI schemes are implemented for the teaching, non-teaching, and contingent staff
- Staff Uniform facility .
- FREE VACCINATION SERVICE: To fight against covid-19 free vaccination drive (1st dose & 2nd dose) is organized for all faculty and staff along with their family members. The student community (current students, alumni) is also vaccinated through this drive
- Advances to Faculty: For eligible faculty members' advance, payment paid for emergency purpose
- RO drinking water: Our institute has been provided RO water facility to all staff members
- CONFERENCE INCENTIVE: Each staff member is eligible, towards registration and travel expenses for institute recognized Conference / Journals
- Tea Club:- Tea and coffee facilities are provided free of cost to teaching and non- teaching staff.
- Felicitation on Achievement – Felicitated in Front of entire staff
- Doctor call on Emergency – Provide on emergency medical conditions to teaching And Non-Teaching staff
- Parking facility for staff – Two Wheeler and Four Wheeler parking for all staff members
- Collaboration with Hospital – Parkar Hospital Ratnagiri gives discount on medical treatment for college staff
- GYM Facility – College has Gym, this facility provided to staff members free of cost

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

6.3.2

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

Response: 2.86

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

2022-23	2021-22	2020-21	2019-20	2018-19
1	0	0	0	3

File Description	Document
Policy document on providing financial support to teachers	View Document
Institutional data in the prescribed format	View Document
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	View Document
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 85.29

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
40	00	38	28	39

6.3.3.2 Number of non-teaching staff year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
6	6	6	6	6

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Annual reports highlighting the programmes undertaken by the teachers	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

The organization conducts regular financial audits. The organization has a formal mechanism for internal and external audit. Accounts are regularly audited to ensure financial submission. The College regularly conducts both internal and external financial audits. The College Management believes in continuous monitoring of the financial affairs of the College. The organization has a budgetary control system to monitor the effective and efficient use of financial resources. Many reforms were made in the financial administration of the organization. A financial committee headed by the principal and representing the management, teaching staff and administrative staff will try to find budgetary requirements from various departments and cells. The annual budget is prepared, reviewed and approved by the Finance Committee at the beginning of the academic year. The finance committee has fixed the total recurring and recurrent expenditure limits based on the income and resources of the organization. The organization regularly follows the internal and external financial audit system. Institutional accounts are regularly audited by internal and statutory audits. Qualified internal auditors are appointed and internal staff verifies all the vouchers of the transactions made in each financial year. The internal auditor shall assess and confirm the effectiveness of the internal accounting system of receipts. The internal auditor should verify that the fees

have been collected from all the students and that the concession, if any, has been given by the authorized person. The internal auditor should also ensure that the fees received in advance and the fees receivable are properly accounted for and the non-reversible fees are written off under the authorization of the appropriate person. So far, no major objections have been raised in the financial audit, minor errors or omissions when pointed out by the audit team are immediately rectified and precautionary steps are taken to avoid recurrence of such errors in future. The auditor verifies the income and expenditure details of the college as per the Navnirman Shikshan Sanstha S.P.Hegshetye College, Ratnagiri on a balance sheet basis. The statutory external audit is carried out by a chartered accountant, who is specially appointed for this purpose.

Internal Audit: The internal audit is carried out by the Auditor every financial year Internal audit is a continuous process; it verifies all payments, receipts, cash transaction vouchers, ledgers and cash books. It was audited by C.A. Umesh Lovalekar and CO. Ratnagiri Internal audit is done through.

- The office superintendent exercises internal checks of accounts, which are verified and confirmed by the principal.

External Audit:

The external auditor/agency appointed by the college performs audit of the financial statements of the college. The financial records are audited by qualified chartered accountants at the end of each financial year. The financial records are certified i.e., income and expenditures, balance sheet and prepared notes to accounts are certified. The External audit was conducted by C.A. Umesh Lovalekar and CO. Ratnagiri

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

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

In the year, 2018-19 the college formed the Internal Quality Assurance Cell IQAC to pursue quality enhancement, quality upgrading, assessment, and accreditation. Since its inception, IQAC has been instrumental in recommending a variety of quality improvement measures for the college. The following are IQAC projects for institutionalizing excellent practices:

- Establishment of classrooms with ICT support.
- The College has organized Research Workshops, IPR and Entrepreneurship workshops and seminars.
- IQAC is critical in fostering a research culture in the college. As a consequence, 08 research papers have been published in national and international journals.
- University of Mumbai sponsored 2 research minor projects and also students participated in Avishkar Research Competition
- The college has functional 20 Memorandums of Understanding (MOUs) with other colleges and hotels for academic reasons
- Our college campus is under CCTV surveillance 24x7
- 8 class rooms with smart TV and LCD projectors

In the IQAC meeting, the College reviews its teaching-learning process, structure and operations and learning outcomes.

The following are two examples of IQAC- facilitated institutional reviews and implementation of teaching-learning changes.

1. Gradual development in the use of ICT tools in the teaching-learning process

To improve the teaching-learning process, the IQAC has made efforts to urge faculty to use the best ICT tools for the teaching-learning process and has given ICT facilities in the College. IQAC arrange FDP on the topic "Use of ICT for Effective Teaching and Learning".

2. Teacher's Effective Teaching Methods:

Effective teaching requires proper planning; therefore, each teacher is given an academic data that includes a timetable, teaching plan, the department's total workload, a syllabus completion report, and other academic and administrative responsibilities.

3. Review of Student's Learning Outcomes:

Class tests, assignments, class seminars, project work, open book tests, internal assessment tests, and semester end University exams are used to measure students' learning results. University results are analyzed at the department level and discussed at IQAC and CDC meetings for further improvement and implementation, which aids in identifying slow and advanced learners.

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

6.5.2

Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: B. Any 3 of the above

File Description	Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Gender sensitization is a significant topic in all of the institute's programmes. Safety and security are among the different gender sensitization efforts. In the campus, security guards are on duty 24 hours a day, seven days a week.

Gender equality and awareness course have been introduced in the curriculum. Gender awareness is promoted at the college via workshops, seminars, guest lectures, street plays, poster displays, counseling and other activities. Female students were taught "selfdefense." Human rights, domestic violence, and cyber security education protects female students and employees.

In accordance with grievance committee regulations, the institution established anti-ragging, student disciplinary, women's development, ICC committees. The tasks of these committees are described on the institution's website and during orientation and induction programme.

CCTV cameras and 24-hour campus security keep students and faculty safe. The mentoring programmes assist students in their academic, emotional, social, and cognitive development. Individualized counselling is provided to students. The common rooms for girls and boys are separate constructed and include hygienic serviette dispensers.

National holidays and the birth anniversaries of prominent Indians are observed on a yearly basis to instill principles and Nationalism in students. Flag-hoisting, project displays, poster presentations, essay writing and elocution are all part of the festivities. Notable speakers enthrall employees and students on specific days.

International Yoga Day, Woman's Day, Independence Day, Gandhi Jayanthi, and Republic Day are all observed by the university. Programs for gender sensitization and girls studies on campus, programmes such as International Women's Day, guest lectures and seminars on sexual harassment and legal regulations are held to promote gender sensitization.

There was a poster competition on gender equality. On Women's Day, famous speakers will provide lectures on nutrition for women and sexual harassment prevention. "Legal Awareness Program" hosted to raise awareness about women, the Indian Constitution, and cybercrime against women.

The college hosted a Guest Lecture on the topic of "Prevention of Sexual Harassment of Women at Workplace - Legal Aspects."

Counselling: Head of Department and faculty members gives a counselling for student. The faculty members are advising and assisting the student community with their problems.

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

7.1.2

The Institution has facilities and initiatives for

- 1. Alternate sources of energy and energy conservation measures**
- 2. Management of the various types of degradable and nondegradable waste**
- 3. Water conservation**
- 4. Green campus initiatives**
- 5. Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

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

Response: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

At Navnirman Shikshan Sanstha's, S.P. Hegshetye College there is an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic and other diversities. Institute portrays a blend of social and communal harmony thus reflecting the cultural, regional, linguistic, communal socioeconomic various communal activities.

Commemorative days like (1) Women's day (2) Yoga day along with many regional festivals like Ganapati festival, Dahi handi, are celebrated in the college.

Special campaigns entitled 'Swachhta Abhiyan','Spreading education awareness'. 'Blood Donation Camps',Ganpati, Holi, Christmas celebrations are organized as communal programme.

The institute takes pride in entrusting values of education. Institute proudly offers monetary scholarships for economically backward students.

1. National Identities and Symbols National days like Independence Day, Republic Day, Mahatma Gandhi Birth Anniversary are celebrated.

2. Fundamental Duties and Rights of Indian Citizens The activities for the propagation of the Fundamental Duties of the Indian citizens are conducted.

3. Constitutional Obligations The institute has organized student centric activities.

- Savitribai Phule Birth Anniversary - 3rd January
- Voters Awareness Rally

- Republic Day - 26th January
- Swami Vivekananda Birth Anniversary - 12th January
- Independence Day - 15th August
- Workshop on Constitutional Rights - 26th November
- Mahatma Gandhi Birth Anniversary - 2nd October
- Lal Bahadur Shastri Birth Anniversary - 2nd October
- International Aids Day - 1st December
- Dr. S. R. Ranganathan birth anniversary - 12th August
- “Vachan Prerna Din” - 15th October
- Dr. A.P. J. Kalam Birth Anniversary - 15th October
- S. M. Joshi Vachaspati Competition
- International Yoga day - 21st June
- Shahu Maharaj Birth Anniversary - 26th June
- World Population Day - 11th July
- General Health & Fitness Better Body Better Life - 10th September
- Hindi Bhasha Divas - 14th September
- Hindi Pandharvada - 14th September
- Blood Donation Camp - 12th January
- Marathi Bhasha week 28th January
- Republic Day - 26th January
- Shiv Jayanti - 19th February
- International Women’s Day - 8th March
- Dr. B. R. Ambedkar Mahaprinirvan Din - 14th April
- Maharashtra Din - 1st May (1st May is celebrated as Maharashtra Din as Workers Day)
- Mahatma Gandhi Birth Anniversary - 2nd October
- Indian Constitution day - 26th November
- Mahaparinirvan Divas - 6th December

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

7.2 Best Practices

7.2.1

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

Response:

S.P Hegshetye college of Arts, Commerce and Science Ratnagiri has always been a pioneering institution providing support and opportunities to the students to help them become self-reliant. The college has also been taking initiatives to promote awareness about socially and environmentally relevant issues to

contribute to the process of development and growth of the students. The College opens the window of opportunities that enables a student to gain academic knowledge, develop ethical life skills, improve cultural competence and acquire sportsmanship, and gain concrete and practical experience and to know the professional world.

The college has been initiating students and outreach programs to facilitate financial and digital literacy and life skills. The students and faculty of the college have been involved in organising various capacity-building workshops and programs to help the students become self-reliant and contribute to the growth and development of the nation. In addition the students also connect with and provide support and service to the elderly by regularly visiting Avishkar School, Ratnagiri. This school is for Mentally Challenged pupils, our institute organise activities for the mentally challenged students. It helps students to find identity, meaning and purpose in life through various social activities.

Best Practice No.1: **Vachaspati Competition**

Objectives of the Practice:

- 1.To know the role of library in education.
- 2.To develop interest in reading.
- 3.To inculcates interest in elocution competition through reading among students.
- 4.To get knowledge through reading.
- 5.To develops habits of the students to enjoy data from recreational and informative book.
- 6.To develop habit of reading among students.
- 7.To imparts coaching to the students for the right use of books.
- 8.To prepared for competitive examination.
- 9.To know the ways how library fulfill the information needs of students in education.

The activity "**Vachaspati competition**" is ongoing since 2014 through the library department. Students got habit of reading quality books through this competition. The number of students who received guidance in the competitive examination increased no of students started reading books in library on the basis of new historical, social, and religious. The language skills of the students have improved and there has been development in the writing, comprehension and communication skills of the students. Students started interacting with society with confidence students started participating in various elocution competitions.

Students gain confidence through this competition and learn the art of interacting with the society. Students are started from small books to big books. They have attracted toward library. From different languages books given to the students so that students can read books in all the three languages .By this practice got motivation to them. They read syllabus related reference books and out of the syllabus books. They participate in various competitions. Try to learn about books and make a study notes. In order to create interest among the students this practice helps them. It supplements category work by increasing students' vocabulary, quickening their intelligence and lengthening their general knowledge.

Library plays an important role in education. In 21st century it is more significant because we are in a place of fastest technological innovation where each and every second new information is being creating in our world, which cannot be preserved without library and we cannot processed or utilized this information in our learning platform. Library which provide us right information in our higher learning whenever we need from the vast jungle of information; so without a smart library it is very difficult to

forwarding in our education to achieving the peak of success.

Best Practice No. 2: Thread of Humanity

Objectives of the Practice:

- 1.To create manpower and develop human resources for delivering of services to students with mental handicap.
- 2.To give message about social unity and responsibility.
- 3.To identify, conduct and coordinate research in the area of mental retardation in the country.
- 4.To get an opportunity to learn about mentally retarded children.
- 5.To develop appropriate models of care and habilitation for the mentally retarded persons suitable to Indian culture.
- 6.To create bond of affection between students and mentally retarded children.

The college has initiated a activity named **“Thread of Humanity“** to reach out to mentally Challenged students with the desire to learn and who cannot fulfil their daily activities because of mental disability .Under this best practice every year our students celebrated Raksha bandhan programme. On occation of 3rd December International Day of Persons with Disabilities our college students visits to Avishkar School and offers some food to them. Through the, **“Thread of Humanity”** the college appeals to the faculty members, alumni and other donors to contribute and fund. College also purchase some office stationary like office files, journal files, rakhis etc. made by the mentally challenged students of Avishkar School , Ratnagiri.

Institute's vision is to impart quality education and to minimize the gap between theoretical and practical knowledge in tune with the vision, priority and thrust, the institute consistently provides motivation, support, and platform for students to inculcate entrepreneurial, leadership, project management and multidisciplinary skills for enrichment of technical competency. It helps to minimize gap between theoretical knowledge and practical knowledge.

File Description	Document
Best practices as hosted on the Institutional website	View Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1

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

1000 words

Response:

The institution considers, it as a moral responsibility to use our expertise for overall development of the society. For the Welfare of the society, institution takes extensive efforts by conducting various extension activities in which we use expertise of our faculties and other stake holders. Extension activities and outreach programs is the distinctiveness of the institution. But in the recent times, the nature is getting harmed in the name of in the development. It has become now a crucial need to raise awareness among the younger generation about the significance of industrial development for employment generation and sustainable development. The institution since its inception is bound to inculcate social and environmental values among the youth of Ratnagiri. The following are the stated objectives of the institution.

- To create awareness in students and community for the sustainable development of the environment.
- To inculcate values amongst students and make them recognize their duties in the development of society and nation.

Students are the future of the nation, and only socially responsible youth can qualitatively contribute in the national development. Over the five years, the institution organized several programs and activities to make students know their social and environmental responsibilities and to learn to recognize the needs of the community and the importance of taking action to address social and environmental issues.

Following are the major sectors in which the institution has given remarkable contribution.

1. Social Contribution:

- Organization of health Check-up Camps in adopted villages as a yearly practice.
- AIDS Awareness Campaign as a yearly practice of N.S.S. unit.
- Celebration of Road Safety by organizing street plays, essay competition, poster presentations, lectures etc.
- Organization of Eye Check-up Camp in adopted village school as a yearly practice of the N.S.S. unit.
- Making and distribution of 1000 masks in Dandadam, Phansop, Zarewadi and Hatkhamba villages of Ratnagiri Tahsil during covid - 19 pandemic period.
- Distribution of food grains in adopted village during lockdown period.
- Organization of Vaccination Drives for citizens of Ratnagiri MIDC during pandemic period.
- Blood donation camps.
- Help to flood victims.-Kerala, Kolhapur, Chiplun, Someshwar
- Celebration of Rakshabandhan Day at Avishkar school, Ratnagiri.
- Donation of clothes to Maher orphan Sanstha.
- De-addiction awareness programme for college students and adopted village as a yearly practice of the N.S.S.
- Making Brooms, Mops, Indigo, Candles, Soaps programme for adopted village people as a yearly practice of the N.S.S.

2. Green Initiatives:

- Active initiatives in Cleanliness Campaign “Swachha Bharat Abhiyan” of Government of India.
- Plantation of plants at college campus and out of campus.
- Collection of Nirmalya at Mandvi beach Ratnagiri in awareness of SWATCH RATNAGIRI.
- Construction of Vanrai Bhandhara (check dams) as every year practice in adopted villages
- Formation of “Swachata Action Plan”.

3. Organization of Skill Enhance Programme

- Organization of Yoga Training programmes for college student and citizens of Mirjole Grampanchayt Ratnagiri.
- Short term training programme of Meditation and Yoga.
- Organization of 7 days residential camps in adopted village. All activities of camps give value education to the volunteers.
- Two days District level NSS Camp on "Organic Farming and Food processing."
- Organization of One Day "Youth Parliament" for college students.

4. Environmental Awareness Campaigns:

- Awareness Campaign through rally and Street play of Cleanliness Campaign “Swaccha Bharat Abhiyan”.
- “SAY NO TO PLASTIC” drive and awareness campaign in area of Mirjole Grmpanchayat, adopted Village and nearby villages by organizing street plays, rallies etc.
- Promotion of Organic Farming.
- Street plays at different places and railway stations of Ratnagiri district as a part of Cleanliness Campaign of Konkan Railway.

5. Academic Extensions:

- Departments of the institution organize webinars, seminars, discussion forums and conferences on research topics and social problems.
- Faculties and students work on research projects which are based on social issues.
- Faculty's works as judges for various competitions at other colleges.
- Organization of essay writing, elocution competitions on social issues.

6. Outreach programmes on Gender equity and Women Empowerment:

- One Day **Self-defense** programme in adopted village- Dande-Adam.
- Guidance session to school girls regarding health, **hygiene and safety** during Menstrual Cycle.
- Guidance lecture on “Save Girls” and “**Women Empowerment**” for school and junior college students.
- Guidance lecture on “**Female Foeticide**”.
- Guidance lecture on " **Olakh Mahila Vishwa Kaydyachi**".
- **Women Health** guidance programme.
- Economic empowerment programme under title "**Best Out of Waste**"

File Description	Document
Appropriate web in the Institutional website	View Document
Any other relevant information	View Document

5. CONCLUSION

Additional Information :

The college is committed to the holistic developments of the students. Institution has a clear perspective/strategic plan, and it is deployed effectively. Various committees are working effectively, and regular meetings are conducted for the discussion and minutes are recorded.

The college is committed to maintain high standards of conducive academic environment, processes and procedures, quality of faculty members and technical infrastructure for effective learning and self-development.

The college takes pride in being in a lush green locate. Clean campus, green grounds, social commitment, leadership development and inculcation of environmental values among students are given priority. Steps are taken to ensure gender impartiality and sensitization in curricular and co-curricular activities. The college celebrates national and international commemorative days and organizes events and festivals. The campus is under CCTV surveillance.

The college is planning to increase MOUs with National & International organizations & to increase more research activities. Also next target of college is to achieve ISO certificate. College would like to implement NEP from next academic year.

Students avail the benefits of various scholarships and financial assistance programs such as the Rajarshi Chhatrapati Shahu Maharaj Scholarship, Government of India Post-Matric Scholarship, Post-Matric scholarship for SC, OBC and VJNT students, financial assistance to needy students from the University of Mumbai, ANGC scholarship, HPCL scholarship, financial assistance to needy students from Bhaubeej Nidhi, BC Book Bank Scheme, Siddhivinayak Book Bank Scheme, etc.

Concluding Remarks :

Navnirman Shikshan Sanstha, with a motto of 'Right to Education' has been working in the Konkan region since 1998, for the downtrodden, marginalized & economically backward students to have a proper access to skilled based, higher & business oriented education. The institution is committed to follow the slogan of the institution. Therefore it promotes girls and rural area students, downtrodden and socio-economically backward class students for higher education and brings them into the mainstream of education. The college strives to empower the students to become independent, responsible citizens by imparting quality education and inculcating sound values in them. The institution since its inception is bound to inculcate social and environmental values among the youth of Ratnagiri tehsil. To create awareness in students and community for the sustainable development of the environment and to inculcate values amongst students and make them recognize their duties in the development of society and nation are the two stated objectives of the institution. In order to attain these objectives, the institution significantly functions on instilling social and environmental values among the students and other stakeholders. Also this institution is organizing & conducting annual events & competitions such as Theme Dinner, Quiz IT ,Tech Fest & Mrunal Hegshetye elocution competition at state level.

Students are the future of the Nation & only socially responsible youth can qualitatively contribute in the national development. The institution organizes several programs and activities to make students know their

social and environmental responsibilities and to learn to recognize the needs of the community and the importance of taking action to address social and environmental issues. Institute is offering National & International placements to students.

The college emphasizes on bringing the youth of the tehsil into the mainstream of education hence runs teachers-at-doorstep practice effectively. However, the college is located in rural area, it provides quality education to the students using student oriented teaching-learning methods and ICT facilities. IQAC cell of our institution is trying to proceed extra curriculum activities. The institute looks for the qualitative development of all the stakeholders.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																																								
1.3.2	<p>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)</p> <p>1.3.2.1. Number of students undertaking project work/field work / internships Answer before DVV Verification : 454 Answer after DVV Verification: 405</p> <p>Remark : DVV has made changes as per the report shared by HEI.</p>																																								
2.1.2	<p>Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years</p> <p>2.1.2.1. Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats) Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>128</td> <td>120</td> <td>136</td> <td>159</td> <td>157</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>112</td> <td>111</td> <td>111</td> <td>118</td> <td>119</td> </tr> </tbody> </table> <p>2.1.2.2. Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>486</td> <td>486</td> <td>486</td> <td>432</td> <td>432</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>280</td> <td>280</td> <td>280</td> <td>250</td> <td>250</td> </tr> </tbody> </table> <p>Remark : DVV has made changes as per the report shared by HEI.</p>	2022-23	2021-22	2020-21	2019-20	2018-19	128	120	136	159	157	2022-23	2021-22	2020-21	2019-20	2018-19	112	111	111	118	119	2022-23	2021-22	2020-21	2019-20	2018-19	486	486	486	432	432	2022-23	2021-22	2020-21	2019-20	2018-19	280	280	280	250	250
2022-23	2021-22	2020-21	2019-20	2018-19																																					
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2022-23	2021-22	2020-21	2019-20	2018-19																																					
280	280	280	250	250																																					
3.3.1	<p>Number of research papers published per teacher in the Journals notified on UGC care list during the last five years</p> <p>3.3.1.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years</p>																																								

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
0	1	2	3	2

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	1

Remark : DVV has made changes as per the report shared by HEI.

3.4.3 **Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.**

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
15	8	4	14	18

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
13	7	4	10	16

Remark : DVV has made changes as per the report shared by HEI.

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

5.3.2.1. Number of sports and cultural programs in which students of the Institution participated year wise during last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
24	29	0	29	20

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
6	8	0	8	9

Remark : DVV has made changes as per the report shared by HEI.

6.3.2	<p>Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years</p> <p>6.3.2.1. Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>7</td> <td>0</td> <td>0</td> <td>5</td> <td>8</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>0</td> <td>0</td> <td>0</td> <td>3</td> </tr> </tbody> </table> <p>Remark : DVV has made changes as per the report shared by HEI.</p>	2022-23	2021-22	2020-21	2019-20	2018-19	7	0	0	5	8	2022-23	2021-22	2020-21	2019-20	2018-19	1	0	0	0	3
2022-23	2021-22	2020-21	2019-20	2018-19																	
7	0	0	5	8																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
1	0	0	0	3																	

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p>Expenditure excluding salary component year wise during the last five years (INR in lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>65.62669</td> <td>54.67513</td> <td>47.13795</td> <td>60.50717</td> <td>62.81591</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>83.78</td> <td>54.67</td> <td>50.76</td> <td>73.53</td> <td>69.40</td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	65.62669	54.67513	47.13795	60.50717	62.81591	2022-23	2021-22	2020-21	2019-20	2018-19	83.78	54.67	50.76	73.53	69.40
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