

SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

**GOKHALE EDUCATION SOCIETYS N B MEHTA
VALWADA SCIENCE COLLEGE BORDI**

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NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Gokhale Education Society established with the motto, '????? ????????????? ????????' in 1918 is celebrating its centenary year. N.B. Mehta (V) Science College, Bordi, Palghar was established in 1994 and will complete its silver jubilee in 2019. It is guided by the motto '??????? ??? ????? ?? ?????????'. The College is situated in the remote adivasi region of the Palghar district. It is located in a village called Bordi made sacred by the sacrifice of ninety-three freedom fighters. Revered Kasturba Gandhi stayed in this village for some time. It is quite surprising that the total population of Bordi is around seven thousand people while we have the same number of students who come to our campus daily. Late Shri N.B.Mehta, after whom our College is named, worked as a primary teacher in our Bordi School. He and his children who are alumni of our Society have donated the College building. In keeping with its vision, the College caters to the academic needs of the tribal and marginalized children and especially girl students of the Palghar district by offering those courses that will help them to enhance their global competencies and employability. The College, which began as a single faculty Science College, has gradually developed not only into a multi faculty one by adding Commerce but also has a Research center in Physics. Recipient of the **Best College (Rural) Award in 2012** and **Jagar Janiwancha Prize in 2014**, our College plays a pivotal role in social and economic transformation of the vicinity.

Vision

The College continues to offer quality service in the field of education and upliftment of the tribal and lesser-privileged adivasis of the Palghar region. In the next ten years, we aspire to add vocational courses according to the demand of the times. We look forward to increasing ICT- enabled teaching and learning. Some Science departments will be developed into Research Centres. We shall also venture into developing contacts with various industries to help our students get hands- on training in commercial projects, facilitate job seeking and establish linkages. The Commerce faculty will be developed and will offer post graduate and management courses.

Mission

The Gokhale Education Society is committed to the cause of students' empowerment through access to education at all levels and particularly higher education. We aspire to develop 'world-class' citizens through relevant courses under formal and non-formal streams. The Society is further committed to raise the dignity of the teaching profession and to establish a culture of caring and excellence by providing a wide range of professional and vocational courses for the poor and downtrodden as also for the adivasis and the less privileged. We also strive to meet the changing socio-economic needs with human values, social responsibility and to achieve excellence with total quality in all activities of lifelong learning.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- The institution belongs to Gokhale Education Society, which was established in 1918. It has a hundred-year-long, strong tradition of academic excellence.
- Pollution free environment, student-friendly, clean, beautiful, scenic campus
- The only grant-in aid UG Science College in a radius of thirty kilometers
- Awarded Best college (Rural) Award by University of Mumbai in 2012
- Received *Jagar Janiwancha* Prize from Government of Maharashtra in 2014
- Growth from a single faculty under graduate Science College to a multi-faculty Science and Commerce College
- A recognized research laboratory in Physics
- A variety of courses is available for students to choose
- UGC approved **two** Career Oriented Courses available as add-on courses
- Good results in terms of both quality and quantity
- No dearth of students for basic science courses
- Adequately equipped laboratories, airy, well ventilated and lighted classrooms. College building designed for maximum use of natural light which helps to save on electricity
- Co-operative, dedicated, well qualified and academically progressing teaching faculty with proven interest in research, some are PhD guides
- ICT based teaching-learning encouraged
- Measures to deal with recurrent power cuts are taken on the institutional level
- Disciplined and humble students
- Opportunities made available for students to display their skills, talents in sports and extracurricular activities beyond academics
- Internet connectivity ensured by making use of more than one service provider
- Optimum utilization of resources
- Buildings donated by past students

Institutional Weakness

- The institution is located in the remote tribal belt of Palghar district, hence geographically distanced from Mumbai and other important cities. Less exposure to the outside world
- Our institution can be accessed with the help of trains and buses from Mumbai and Gujarat. Since there are limited number of trains and buses, we have to set our timetable in accordance with the railway timetable.
- Students belong to the Adivasi, tribal and underprivileged sections of the society. They lack educational background in the family.
- Very low paying capacity of the students
- Not a very strong and formally established Alumni Association
- Non-grant teaching staff not stable and fully qualified, difficulty in recruiting staff for non-grant courses
- Space crunch due to increased courses
- Interrupted power supply and slow internet speed
- Less industrial collaborations
- Students rather weak in Communication skills

Institutional Opportunity

- Since the Umbergaon- GIDC and Tarapur- MIDC industries are close by, linkages with them can be

strengthened. Our Microbiology department has started such a project in 2017-18.

- Better arrangements for Competitive examination guidance to especially SC and ST students
- Developing all UG departments to PG and later research centers
- Developing a centre for preserving and encouraging tribal culture, arts and artifacts

Institutional Challenge

- Overcome hurdles of commuting which can help the institution to offer more courses and extend the college timings
- Adding to existing infrastructure for accommodating new courses
- Adopting measures for improving English language competency and communication skills of the students.
- Enhancing employability and entrepreneurship abilities among students
- Arranging visits of eminent personalities, research scholars, arranging motivational talks so that students are inspired and exposed to advanced knowledge
- Attracting more number of students for non-grant courses

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The **Teacher's Diary** is one important means of ensuring that curriculum delivery is done effectively and in a well-planned manner. The regular and careful use of the teacher's diary ensures the following:

- 1) Record of every teacher's workload and allotment
- 2) Plan for completing the syllabus
- 3) Time table of the concerned teacher and evidence that the classes are conducted
- 4) All diary entries are first checked by the HoD/IC and then sent to the Principal

The **IQAC** is another important means of ensuring effective curriculum delivery. The IQAC prepares the Academic Calendar, which helps to plan all the different curricular, co- curricular and extracurricular activities that the College arranges during the academic year.

In the last five years, we have added two new courses in keeping with the requirement of the students in and around Bordi. The students receive relevant inputs regarding cross cutting issues related to Gender, Environment and Sustainability, Human values and Professional ethics through courses such as Foundation Course and Environmental Studies.

Amaranth, A Flower that Never Fades, which is the College annual magazine, publishes a record of the entire year's activities and achievements. The themes selected every year for inviting material from students for *Amaranth* are based on the cross cutting issues mentioned earlier.

The Students' feedback is collected and analyzed. Teachers are orally apprised of the findings and are given

suggestions for improvement.

Teaching-learning and Evaluation

Our College is situated on the Maharashtra-Gujarat border and many students from Gujarat enroll themselves. However since most of them enroll at their higher secondary level technically they appear to be students from Maharashtra.

The granted stream attracts optimum number of students. In fact, each year we have a waiting list of over hundred students even after all our seats are full. We meticulously follow the reservation policy.

The non-grant courses are a bit expensive for students owing to their low paying capacity. The College helps some of them by assisting them get government scholarships even from other states and by accepting fees in installments.

Students are offered bridge course in Mathematics. An introductory session in handling glassware, instruments, chemical handling and safety is conducted. Students are informed and encouraged to appear for competitive examinations and to undertake research projects along with the staff members. Workshops on Communication Skills and guest lectures on various topics of current significance are arranged. The College organizes various exhibitions prepared by students.

Some teachers use ICT. Each department has its own computer with internet connection. Charts, models specimens are available. Departments arrange study tours and industrial visits. Staff prepares some apparatuses indigenously. POs PSOs COs displayed.

The institution adopts the reforms made by the University of Mumbai. At the beginning of the year, IQAC prepares academic calendar. Examination committee decides the timetable for theory and practical examination. The schedule is displayed. We follow the central assessment program for evaluation for on-time results.

Research, Innovations and Extension

For creating and transferring of knowledge not only among students but also among the society, the institute has taken up a number of initiatives.

Research:

In our staff, we have **eleven PhDs, six M.Phils, two recognized guides, one has an Indian patent** .A total grant of Rs.7.88 lakhs was received during the past five years. Sixteen projects have been completed.

Ph.D. theses submitted by teachers, books and translated books written by some of our teachers are available in the library for reference. Summaries of minor research projects are available on college website.

Innovation:

The Physics Department indigenously prepares circuits and many innovative sets of apparatus.

Our Chemistry Department collects rainwater and stores it which is used throughout the year as distilled water. Other institutes follow our example. From this year, we have started solar distillation plant for de-ionized water.

Our Botany Department has developed gardens and green spaces in which there are medicinal plants with botanical names displayed.

Our Zoology and IT departments have arranged exhibitions for students and the local community. Thin client technology is used.

Extension:

Extension activities sensitize students to social issues and help in achieving total development of students' personality. The NSS & NCC units conduct at least thirteen activities related to leadership and personality development.

A student who participates in these activities develops awareness and motivates other students. Along with academics, the students learn the values of social justice, equality, national integration, duties towards society etc.

Infrastructure and Learning Resources

The institution provides

Classrooms-15,

Laboratories-18,

Examination room

IQAC room

Ladies room

Seminar cum Conference hall

Gardens and Green Spaces

Open air stage for cultural activities

Sports, NSS, NCC rooms

College Ground

Staff common rooms

Storerooms

Library:

- Area: 1375 sq.ft.
- Separate seating areas for students and staff
- Partially automated with SOUL 2.0 and LMS installed
- Barcode technology for circulation of books
- Internet facility is available for students and staff
- Member of NDLI and INFLIBNET N-LIST under which 6000+ e-Journals and 30 Lakhs+ e-Books are available

Our collection:

- 19 Ph.D. Thesis and M.Phil Dissertations
- 48 Research Papers and other reports

IT facilities:

- CCTV surveillance
- Conference Hall with ICT facility
- Internet Facility
- Partially automated Library
- Computer Labs
- Two IT Laboratories function on Thin Client Technology
- Labs updated periodically
- Additional Computers and Thin Client Technology extended
- Two Portable Projectors
- Digital Notice Board
- One Window System in the office
- Use of Tally Software
- Software for Admissions, Results and Government Scholarships
- College to University communication is purely in digital form
- DPDS since 2015
- Firewall and Anti-Virus software for protecting the system
- Internet Sharing Computers formatted with new OS the end of each Term

Physical, Academic and Support facilities

- Time Table for the Use of Laboratories ,Class Rooms, Sports facilities
- Cleaning and maintenance by support staff
- Appointment of a computer expert
- Periodic Pest Control
- Drinking water, toilet facilities maintained

Student Support and Progression

A large number of students belong to ST, SC category and avail of Government Scholarships.

In order to enhance the students' capabilities we conduct guidance sessions for five activities. The final year results are good leading to students' satisfactory progress.

The **Students' Council** is a representative students' body and **comprises** Principal, Staff members and student representatives.

The members of the Students' Council are involved in arranging various cultural and sports activities in the College during the academic year.

It helps to

Maintain overall discipline on the campus

Facilitate dialogue between the Students and the College administration Coordinate all the extra-curricular activities, annual departmental and institutional festivals of the College

Student representation and participation has been an integral part of academics as also of the various activities of the College. Six major committees have student representatives.

There is an informal Alumni Association in the College. Though the institution does not have a registered alumni association, gradually, the association has started functioning. Most of the past students belong to very low-income groups and hence it is not possible for them to make financial contributions even if we set up a formal Alumni Association. Some of our Alumni are local businesspersons, artisans and they help the College by providing goods and services at a reduced rate, thereby indirectly giving financial support. The Microbiology department is actively engaged with the alumni.

Two of the College buildings are built with the help of munificent and unconditional donations given by the alumnus of the Bordi centre.

Governance, Leadership and Management

The Vision and Mission Statements are our guiding stars for all our endeavors. Gokhale Education Society under whose aegis we function was established in 1918. Teachers manage it in a **democratic** manner. The Principal is also the member of the Governing body and Senate, which meet periodically. Decisions regarding the plans are taken in these meetings.

We have tried to implement changes according to suggestions made by the previous NAAC team.

The Principal, Head of departments, members of various committees manage the College and decisions regarding allocation of responsibilities, distribution of routine work etc. are taken.

The College is governed with the help of:

Service Rules

LMC: LMC meetings are held twice in a year. The Principal presents a report of the working of the College during the term in the meeting.

IQAC: IQAC monitors all the quality parameters for the academic progress of the College.

Academic Calendar:

In the beginning of every academic year, the Principal in consultation with the members of the IQAC and Heads of the Departments prepares an academic calendar that is sent to every department for further execution. Actual implementation of the calendar is recorded in the teacher's diary and is reflected in the magazine and the annual report.

The **Students' Council** is a representative body formed in a democratic manner. It facilitates the smooth working of the College by acting as a link between students and management.

Examination Committee

Teachers' Daily Diary

Magazine Committee and such other committees

Institutional Values and Best Practices

The vision and mission of the College support the improvement, development and education of tribal students. The College facilitates tribal students to build their careers. The college infrastructure, faculty, library and facilities play an important role in their progress. All our College activities focus on the Core Values.

Majority of our students are girls. When they were asked whether they felt safe on the College campus they unanimously and vehemently replied that they did. CCTV surveillance, color-coded I-cards, uniforms in some departments help easy identification. The Principal's address at the beginning of the year is useful for laying down code of conduct and rules of discipline.

In order to **save rainwater and conserve** it we collect and use it in place of distilled water. It is piped into the well to reinvigorate the water springs of the well.

Green practices such as the following are practiced:

- Use of public transport
- Reduction in use of plastic
- Reduction and Reuse of paper
- Tree plantation and planting Holy Basil
- Use of thin client , LAN

Institution organizes more than twelve **national festivals** every year. Clippings, pictures, slides about the importance of these days are displayed on the digital notice board throughout the particular day.

Institution maintains transparency in all its functions.

Two best practices followed are:

- Maintaining Teacher's Diary
- Khorepada Village Adoption

Teacher's performance is evaluated through D2, API-PBAS forms and feedback received from students.

At NBM we strongly believe in, '?????? ???? ???? ?? ????????? I'



2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	Gokhale Education Societys N B Mehta Valwada Science College Bordi
Address	Acharya Bhise Vidyanagar
City	Bordi
State	Maharashtra
Pin	401701
Website	www.nmbbordicollege.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Anjali Satish Kulkarni	2528-254357	9130904357	2528-	nmbbordioffice@gmail.com
IQAC Coordinator	Gogari Pankaj Kalyanji	2528-254357	9970671257	2528-254357	pkgogari1967@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	22-11-1994

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

State	University name	Document
Maharashtra	University of Mumbai	View Document

Details of UGC recognition

Under Section	Date
2f of UGC	15-04-2010
12B of UGC	15-04-2010

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

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

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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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	Acharya Bhise Vidyanagar	Tribal	4.5	4238.4

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BSc, Chemistry Physics	36	HSC Science	English	414	354
UG	BSc, Biotechnology Microbiology Computer science Information technology	36	HSC Science	English	555	332
UG	BCom, Commerce	36	HSC Commerce	English	792	487
PG	MSc, Master Of Science Chemistry Computer science Information Technology Physics	24	BSc Science	English	210	97
PG	MCom, Master Of Commerce	24	BCom	English	120	71
Doctoral (Ph.D)	PhD or DPhil, Phd Physics	30	MSc Science	English	5	0

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				0				21			
Recruited	0	1	0	1	0	0	0	0	15	5	0	20
Yet to Recruit	0				0				1			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				38			
Recruited	0	0	0	0	0	0	0	0	11	27	0	38
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				16
Recruited	14	1	0	15
Yet to Recruit				1
Sanctioned by the Management/Society or Other Authorized Bodies				18
Recruited	14	4	0	18
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	1	0	0	0	0	8	2	0	11
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	7	3	0	10

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	2	3	0	5
PG	0	0	0	0	0	0	9	24	0	33

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

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0		1		1

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
Doctoral (Ph.D)	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
UG	Male	551	11	0	0	562
	Female	594	17	0	0	611
	Others	0	0	0	0	0
PG	Male	52	10	0	0	62
	Female	106	0	0	0	106
	Others	0	0	0	0	0

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

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	22	17	10	29
	Female	18	16	17	25
	Others	0	0	0	0
ST	Male	134	90	96	99
	Female	82	80	80	84
	Others	0	0	0	0
OBC	Male	63	72	93	102
	Female	115	149	162	147
	Others	0	0	0	0
General	Male	410	469	439	360
	Female	429	427	430	367
	Others	0	0	0	0
Others	Male	24	17	15	6
	Female	44	36	34	27
	Others	0	0	0	0
Total		1341	1373	1376	1246

3. Extended Profile

3.1 Programme

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

Response : 11

Number of self-financed Programmes offered by college

Response : 5

Number of new programmes introduced in the college during the last five years

Response : 2

3.2 Student

Number of students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1341	1373	1376	1247	1241

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

2016-17	2015-16	2014-15	2013-14	2012-13
673	655	687	623	622

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

2016-17	2015-16	2014-15	2013-14	2012-13
386	477	383	372	354

Total number of outgoing / final year students

Response : 421

3.3 Academic

Number of teachers year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
56	52	53	51	50

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

2016-17	2015-16	2014-15	2013-14	2012-13
56	52	53	51	50

Number of sanctioned posts year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
58	56	55	55	55

Total experience of full-time teachers**Response : 525****Number of teachers recognized as guides during the last five years****Response : 2****Number of full time teachers worked in the institution during the last 5 years****Response : 265****3.4 Institution****Total number of classrooms and seminar halls****Response : 16****Total Expenditure excluding salary year wise during the last five years (INR in Lakhs)**

2016-17	2015-16	2014-15	2013-14	2012-13
82.0	94.6	87.4	74.5	63.7

Number of computers

Response : 99

Unit cost of education including the salary component(INR in Lakhs)

Response : 0.27

Unit cost of education excluding the salary component(INR in Lakhs)

Response : 0.06

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

At the beginning of the year, each teacher gets a diary in which she /he enters the syllabus for the term and the unit wise plan of completing the syllabus within that term. The details of the actual work done are then entered in the diary as daily details of the teaching assignment. This helps to substantiate the plan made at the beginning and takes care of completing the syllabus on time. The diary is first checked by the respective HoD/IC, signed and then sent to the Principal for verification at least twice a year. The Principal may write certain remarks where necessary which the teacher has to comply with immediately.

In case of leave of a teacher, other colleagues in the department engage the classes and that is mentioned in the diary. The loss of lectures due to unforeseen circumstances like water logging and train delays are compensated by taking extra lectures on Sunday or other holidays. The Teachers' Diary helps to maintain all these records. Attendance sheets filled by the students who are present supports the diary entries.

IQAC prepares the Academic Calendar. Plans for various activities such as guest lectures, celebration of various nationally/internationally significant days, Sports, Cultural events and holidays are included in the calendar. Every teacher shares an almost equal workload in the department as well as participates in the various other activities conducted through different committees.

There are sufficient laboratories, classrooms, seminar hall for effective curriculum delivery. Lecture timings, practical, tutorials are managed with the help of a well-set timetable. The timetable is displayed on the notice board for the benefit of the students. It is also entered on the rear cover page of each teacher's diary. This helps to verify whether the teacher has conducted the classes according to the timetable, which is set up at the beginning of the year.

From time to time, the University makes changes in the syllabuses and conducts workshops for implementing such changes. Some of our faculty members are members of BOS and Syllabus framing Sub-Committees. Our faculty members attend these workshops and prepare themselves for the changes. They inform the Principal about the required books, equipments etc. according to the changed demands of the syllabus. The College meets these demands immediately.

Feedback is taken from students department wise.

The results of all examinations are carefully analyzed. The result analysis is printed in the College Annual Magazine-**Amaranth**.

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

Response: 2**1.1.2.1 Number of certificate/diploma programs introduced year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	2	0

File Description**Document**

Details of the certificate/Diploma programs

[View Document](#)**1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years****Response: 1.17****1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	1	1	1

File Description**Document**

Details of participation of teachers in various bodies

[View Document](#)

Any additional information

[View Document](#)**1.2 Academic Flexibility****1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years****Response: 18.18****1.2.1.1 How many new courses are introduced within the last five years****Response: 2****File Description****Document**

Details of the new courses introduced

[View Document](#)

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented**Response:** 83.33

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

Response: 5

File Description**Document**

Name of the programs in which CBCS is implemented

[View Document](#)**1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years****Response:** 3.19

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

2016-17	2015-16	2014-15	2013-14	2012-13
39	32	76	65	0

File Description**Document**

Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs

[View Document](#)**1.3 Curriculum Enrichment****1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum****Response:**

The syllabuses, which the students follow, include inputs regarding gender, environment, human values and professional ethics and related issues.

Almost fifty percent of our student strength comprises girl students. Most of them belong to the marginalized adivasi community and are first generation learners. The **Foundation Course** and **Environment Science** courses taught at the first and second year Science and Commerce programmes take care of the issues such as gender, environment, human values and professional ethics.

During the Foundation Course classes, debates and discussions are held on issues related to all the above-mentioned topics.

The Foundation Course includes a study of the Preamble of the Indian Constitution, details of the Constitution, rights and duties of Indian citizens, equality etc. It also includes value education and ethics.

Essay, debate, poster competitions are arranged and students enthusiastically participate in them which prepares them for dealing with issues related to gender, environment, human values and professional ethics.

The Industrial visits conducted by some departments as part of the syllabus requirements, expose students to real life situations and actual field of work, which helps to increase their preparedness for that.

The Students are taught 'Green Chemistry' principles which helps them to handle various hazardous and non-hazardous chemicals. It also helps them to understand how to prevent pollution. The students understand how to implement innovative, scientific solutions to the real world environment problems through the discussions and debates carried out in the lectures. Green chemistry also talks about how to design chemical products and processes to reduce their intrinsic dangers. Students learn to identify and distinguish between green chemicals and others.

Every year we decide a few themes for the annual magazine. We invite articles, poems, short stories related to those themes. The themes in some of the past years have been: '*Arise, Awake, Let Us Revive Humanity, From Entrapment to Empowerment, Democracy, Water Management, Sustainable Development, Demonetization* etc. The Magazine also includes interviews of eminent and successful persons within the locality so that students realize that opportunities for progress are not restricted to urban areas alone.

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

Response: 2

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

Response: 2

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

1.3.3 Percentage of students undertaking field projects / internships

Response: 2.54

1.3.3.1 Number of students undertaking field projects or internships

Response: 34

File Description	Document
Institutional data in prescribed format	View Document
List of students enrolled	View Document

1.4 Feedback System

1.4.1 Structured feedback on curriculum obtained from 1) Students 2) Teachers 3) Employers 4) Alumni 5) Parents For design and review of syllabus semester wise/ year wise

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
URL for stakeholder feedback report	View Document

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

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

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: C. Feedback collected and analysed

File Description	Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

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

Response: 4.8

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

2016-17	2015-16	2014-15	2013-14	2012-13
80	84	69	52	34

File Description

Document

Institutional data in prescribed format

[View Document](#)

List of students (other states and countries)

[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 71.98

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

2016-17	2015-16	2014-15	2013-14	2012-13
1341	1373	1376	1247	1241

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

2016-17	2015-16	2014-15	2013-14	2012-13
1928	1920	1884	1732	1682

File Description

Document

Institutional data in prescribed format

[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 77.35

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

2016-17	2015-16	2014-15	2013-14	2012-13
507	480	508	517	505

File Description	Document
Institutional data in prescribed format	View Document

2.2 Catering to Student Diversity

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

Response:

- A bridge course of 15 lectures is arranged for the non Mathematics students for completing their eligibility for admission in Biotechnology course. For this the students are examined first to test their basic knowledge of Mathematics (Pre input test). The course is arranged by Department of Mathematics as per the university guidelines without any extra monetary burden on the student. Marks are displayed.
- Before starting the practical students are given a general introduction to glass wares, instruments, microscope handling, chemical handling and safety measures. In departments like Physics, Chemistry, Biotechnology, Microbiology, informal assessment of students is done and accordingly one week is spent on general skill development.
- In the Commerce department mentoring is done and the students are guided accordingly.
- Students are informed and encouraged to appear for various Competitive examinations conducted by MPSC, UPSC. For interested candidates, a screening test is conducted first and marks are displayed. The students are guided by the teachers. To appear for the exams like JNU, JAM etc. extra coaching is given to the willing students by staff members. The duration is 10 lectures per week. Special reference books are purchased. Online e-journals are available in library.
- Students have been encouraged to carry out research work and a paper was published in research journal. A research was conducted by Commerce students for examining the quality of food on railway platform. The students went to various railway stations in Palghar district. They talked to the passengers that if there is a slight increase in the rates of food offered on railway platforms it could be of much better quality. Most of the passengers responded in favour of improving the quality and increasing the rates.
- Workshops on Communication Skills are conducted by Principal Dr. Mrs. A. S. Kulkarni. The general level of students is checked through oral interaction and then a two days workshop is organised.
- In Computer Science and Information Technology department Guest lectures are organised for the students.

- In Commerce department periodic tests are conducted and the students who score less marks are asked to solve more question papers for improvement and practice.

2.2.2 Student - Full time teacher ratio

Response: 22.73

File Description	Document
Institutional data in prescribed format	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.15

2.2.3.1 Number of differently abled students on rolls

Response: 2

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

2.3 Teaching- Learning Process

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

Response:

Power point presentation method is used by teachers for some topics. The college encourages students to participate in various competitions, seminars, workshops arranged by other colleges. Projects based on current topics are given to students in Foundation Course and Biotechnology.

FYBSc Biotechnology students were asked to go through research papers already published and draw conclusions and present the same paper.

M.Sc. Chemistry students are asked to prepare power point presentation for their seminar.

Every year College publishes annual magazine based on a particular theme. The Magazine Committee members along with the Principal decides the experts to be interviewed for a particular theme in the local region. Students are sent to conduct interviews of the local people for the college magazine. This helps to

improve the students' communication skills. The College organises various exhibitions where the students work in groups (IT, Zoology, Biotechnology).

Each department has its own computer with internet connection. Charts, models specimen are made available according the subject requirement.

Students are taken for study tours, industrial visits by various departments.

To enhance the practical knowledge in Biotechnology Department, some students from Biotechnology Department under the guidance of a faculty member have undertaken water analysis by collecting the sample of water from nearby regions.

Mentoring system is adopted by the Department of Commerce. In order to help the weak students the Commerce Department gives group coaching before the commencement of ATKT examinations The Commerce Department conducts extra lectures for the students who perform poorly in their examination.

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

Response: 30.51

2.3.2.1 Number of teachers using ICT

Response: 18

File Description	Document
List of teachers (using ICT for teaching)	View Document

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

Response: 22.73

2.3.3.1 Number of mentors

Response: 59

File Description	Document
Year wise list of number of students, full time teachers and students to mentor ratio	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

Students are asked to review research papers and present them in front of others. (research paper by

Biotechnology Department)

- In Department of Physics, there are many experiments for which set of apparatuses are designed and developed in the laboratory itself by Lab Assistant under the guidance of Head of the Department. These innovative instruments are not available in equivalent form. They are made for the easy and better understanding of the students. The local available material is used for the same and is very much cost effective. eg.

1. Photodiode-phototransistor apparatus
2. Newton's ring/wedge – shape film stands
3. Quien ke's method for surface tension scale
4. Y by bending – stands
5. Y by kennings – mirror apparatus
6. Analyser – double refraction
7. Maxwell bridge – variable decade capacitor
8. Lens for focusing in log – decrement
9. Torsional Oscillations – pulley
10. Compound pendulum
11. Scale resonance pendulum
12. Lens combination stands L.D.R.
13. All circuits for electronic experiments.
14. Bifilar Pendulum
15. Searle's apparatus
16. Kater's pendulum

- In Chemistry department copper and silver wires are used to construct cell instead of readymade electrodes, so as to give a clear idea about oxidation and reduction reactions to the students in a cost effective manner. The department has prepared bottle for saturated calomel electrode and the salt bridge. The department collects rain water and uses it in place of distilled water.
- In Botany the students are shown streaming view of the object placed under the microscope which is projected on a large screen which facilitates them to get a clear and enlarged picture.
- In department of Botany, Biotechnology, Microbiology, IT and Commerce the students are taken to study tours and industrial visits.
- Department of Biotechnology also teaches the students how to write research paper. They and department of Zoology, Commerce have conducted research and their papers were also published.
- In Commerce Dept. some teachers explain some of the topics using powerpoint presentation. In EVS the students are shown the maps on projector so as to make the study easier.
- In the Comp. & IT department :RDB- Remote desktop once the lecture starts the keyboards of the students get automatically locked so they can see only what they are made to see. Thin client technology is used. Embedded practicals are performed on kits to give the students more practical knowledge. For green computing (to reduce carbon credit) Tulsi (Holi basil *Oscimum sanctum*) was planted by IT department. Students play games and solve mental Mathematics questions. Students are taught to develop mobile Apps. The department also encourages students to perform and present projects in state level competitions. Along the sides of the staircase there is a display of Software Development Life Cycle so as to make the students aware of development in the field of IT. The laboratories and the classrooms of IT department are organised in a sequential manner so as to go from basics of computer to complex ideas of programming.

2.4 Teacher Profile and Quality

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

Response: 93.88

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

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

Response: 17.5

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

2016-17	2015-16	2014-15	2013-14	2012-13
11	10	9	9	7

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

2.4.3 Teaching experience of full time teachers in number of years

Response: 8.9

File Description	Document
List of Teachers including their PAN, designation,dept and experience details	View Document

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

Response: 1.84

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

2016-17	2015-16	2014-15	2013-14	2012-13
3	0	1	1	0

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

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

Response: 7.52

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

2016-17	2015-16	2014-15	2013-14	2012-13
5	4	4	4	4

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

2.5 Evaluation Process and Reforms

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

Response:

As we are affiliated to the University of Mumbai the reforms made by the University are adopted by the institution.

For example :- Foundation Course

In 2010-11and 2011-12 students were given certain topics for their project work and they were given internal marks for it.

Along with the project work tests were also conducted for the same. (60:40) pattern.

From 2012-13 the pattern changed to 75:25 where 75 marks Semester end exam was conducted and 25 marks were given for internal assessment where 20 marks were for test to be conducted and 05 marks were

given for the students' overall performance (Generally on the basis of attendance). This was followed for all the subjects till 2015-16.

From 2016-17 internal exams are conducted only for Foundation Course and Biotechnology at FYBSc level. For rest of the subjects the semester end exam is for 100 marks so no internal exams are conducted according to University directives.

For M.Sc. Chemistry seminars/Tests are conducted for internal assessment.

Besides this, various Departments on their own conduct the classwork test of the students (Chemistry, Botany). Tutorials are conducted by the Commerce department.

Department of Mathematics gives project to the students.

2010-11	Annual pattern	IT Semester pattern
2011-12	FY B.Sc. / B.Com.	Semester pattern 60/40
	SY B.Sc. / B.Com.	Annual Pattern
	TY B.Sc. / B.Com.	Annual Pattern
2012-13	FY,SY B.Sc. / B.Com.	Semester pattern 60/40
	TY B.Sc. / B.Com.	Annual Pattern
2013-14	FY, SY, TY B.Sc. / B.Com.	Semester pattern 60/40
	MSc	Semester pattern 60/40
2014-15	FY, SY, TY B.Sc. / B.Com.	Semester pattern 75/25
	MSc	Semester pattern 60/40
2015-16	FY, SY, TY B.Sc. / B.Com.	Semester pattern 75/25
	MSc	Semester pattern 60/40
2016-17	FY B.Sc. / B.Com.	Semester pattern 100
	SY, TY B.Sc. / B.Com.	Semester pattern 75/25
	MSc	Semester pattern 60/40
2017-18	FY, SY B.Sc. / B.Com.	Semester pattern 100
	TY B.Sc. / B.Com.	Semester pattern 75/25
	MSc	Semester pattern 60/40

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

Response:

Every department displays the time table of internal examination.

As per university norms FY B.Sc./B.Com. had 60:40 pattern. 40 marks internal examination was conducted in 2011-12, where as SY, TY B.Sc./B.Com. continued with the annual pattern.

In the year 2012-13 the position was similar with SY B.Sc./B.Com. and in 2013-14 60:40 pattern was applicable to all FY, SY, TY B.Sc./B.Com. as well as M.Sc.

Marks of the students are displayed. Re-examination is conducted for those students who fail in the internal examination. Punishment is also in the form of assignments. Besides this there is also a provision of

scaling down marks. If a student scores less marks in her/his external (Semester end) examination and gets good marks in the internals her/his score is automatically reduced in accordance with what she/he gets in her/his semester end examination.

From 2014-15 a slight change was made in the pattern of examination. Instead of 60:40 the pattern changed to 75:25. The examinations are conducted in the similar manner.

From 2016-17 once again FY B.Sc./B.Com. have 100 marks semester end paper. No internal examination as per university norms.

Apart from this, various departments such as Chemistry conducts classwork test. In Mathematics, students are given project. In Commerce students write tutorials.

In 2010-11, 11-12 and 12-13 M.Sc. students were assigned projects on a particular industry. In 2014-15 internal tests were conducted. From 2014-15 onwards seminar are conducted for their internal assessment.

In 60:40 pattern the students were given assignments along with their internal tests also.

In Foundation Course in 2010-11 and 11-12 students had to complete projects only. In 2012-13 the students were asked to write a test and a project was given to them. This continued for two years. Later on the students were once again asked to submit projects only.

All the changes are according to University of Mumbai directives.

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

Response:

Office staff approaches the University officials and gets the examination related issues solved before the commencement of examination.

Powerpoint presentation is shown by the Examination Incharge to the TY students for the proper usage of OMR sheet so as to make the examination process error free.

If the admit cards of the students are not issued by the University, the students are made to sit according to their PRN number.

If there is a discrepancy between the printed timetable given by the University and the schedule of subjects appearing on the student's admit card it is solved for the convenience of students.

If there is any delay in downloading the paper the time loss is compensated by giving extra time to students.

Redressal of grievances: Students can apply for rechecking and revaluation and ask for photocopy of the answer book from the University. Students are guided by the college office on how this procedure is carried

out at University level.

For college level examination, students can apply for rechecking and re totalling and the result is conveyed within a week.

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

Response:

At the beginning of the year academic calendar is framed by IQAC and is circulated to every department. Exam committee decides the time table for theory and practical examination. The schedule is displayed

Date of issuing form

Date of form submission

Dates of examinations

Dates of CAP

Dates of result declaration

Head of the departments are given liberty for conducting internal examination as per convenience in accordance with the academic calendar. Each department has its own time table and the same is followed.

One day buffer is kept in between examinations to overcome any kind of natural calamity or train problem.

Those department having M.Sc. / M.Com. also make their time table for the conduction of examination.

From 2016-17 FYBSc as well as BCom have 100 marks paper and no internal were conducted from 2017-18 SYBSc as well as BCom have 100 marks paper no internal except for FC, Biotechnology, CS & IT.

From 2018-19 TYBSc and BCom will not have internal exam. Direct 100 marks semester end exam will be conducted.

2.6 Student Performance and Learning Outcomes

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

Response:

Program outcomes, program specific outcomes and course outcomes are displayed on the college website.

Program outcomes are displayed in the college porch.

Program Specific Outcomes are displayed in the departments.

Program outcomes will be printed in the prospectus from the next year.

In certain subjects the Program specific outcomes have been set by the University.

Course Outcomes are framed by the respective teachers and are conveyed to the students at the beginning of the semester.

File Description	Document
COs for all courses (exemplars from Glossary)	View Document

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

Response:

The institution conducts periodic tests and examinations to measure the attainment of program outcomes, program specific outcomes and course outcomes. The periodic tests, semester examinations are based on the inputs given through the syllabuses. The internal test answersheets are shown to the students so that they realise the areas in which they need to improve. Finally the semester end examination results reflect the students' attainment of program specific outcomes and course outcomes.

Students who secure positions in the University merit list, those who obtain jobs and placement or are self employed are also evidence of the attainment of program specific outcomes and course outcomes.

2.6.3 Average pass percentage of Students

Response: 66.84

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

Response: 258

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

Response: 386

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process	
Response:	
File Description	Document
Database of all currently enrolled students	View Document

NAAC

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 7.88

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

2016-17	2015-16	2014-15	2013-14	2012-13
1.90	0.37	0.77	4.35	0.49200

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

3.1.2 Percentage of teachers recognised as research guides at present

Response: 6.78

3.1.2.1 Number of teachers recognised as research guides

Response: 4

File Description	Document
Institutional data in prescribed format	View Document

3.1.3 Average number of research projects per teacher funded by government and non government agencies during the last five years

Response: 0.06

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

Response: 16

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

3.2 Innovation Ecosystem

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

Response:

For creation and transfer of knowledge, the institute has taken up a number of initiatives. Through these initiatives, knowledge is transferred not only to the students but is also disseminated in the society.

The Ph.D. theses submitted by teachers are available for reading and reference in the library. Books and translated books written by some of our teachers are available in the library for reference. Summaries of minor research projects are available on college website.

In our Physics Department, our own staff indigenously prepares some of the circuits and many innovative sets of apparatus, which are useful for conducting regular experiments and demonstration experiments.

In our Chemistry Department, rainwater is collected and stored. This is used throughout the year as distilled water during practical sessions. Other institutes follow our example. From this year, we have started solar distillation plant for de-ionized water.

Our Botany Department has created a botanical garden. In the garden number of medicinal plants with their botanical names are identified.

Our Zoology and IT departments have arranged exhibitions for students and the local community on different issues such as swine flu, different diseases, android, networking etc. through which students and community can gain knowledge. The exhibitions related to health and hygiene are displayed in the village market place during the weekly bazaar for the benefit of the local community.

In our IT & CS department thin client technology is used which is beneficial as an energy saving measure. Nearby institutions have borrowed this technology from us.

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

Response: 0

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-

Academia Innovative practices year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

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

Response: No

File Description	Document
Institutional data in prescribed format	View Document

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

Response: Yes

File Description	Document
e- copies of the letters of awards	View Document
List of Awardees and Award details	View Document

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

Response: 0

3.3.3.1 How many Ph.Ds awarded within last five years

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

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

Response: 0.16

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

2016-17	2015-16	2014-15	2013-14	2012-13
9	8	14	4	6

File Description**Document**

List of research papers by title, author, department, name and year of publication

[View Document](#)

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

Response: 0.24

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

2016-17	2015-16	2014-15	2013-14	2012-13
31	13	15	2	3

File Description**Document**

List books and chapters in edited volumes / books published

[View Document](#)

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

The institution conducts numerous extension activities in nearby locality and in the college. These activities sensitize students to social issues and help in achieving total development of students' personality. Consequently, the society is benefited because of the progress in students' capacities.

The NSS & NCC units conduct various activities related to leadership and personality development. NSS camps and other activities, NCC parades develop their personalities. The NSS conducted Swatch Bharat Abhiyan under the Central Government plan to make students and villagers aware of cleanliness.

The College has conducted different programs like tree plantation, water conservation, road repairing etc. in nearby villages for the benefit of the people. In the skills development program legal literacy, computer literacy, English spoken classes have been conducted during residential camps. Other activities such as blood donation camp, PAN card camp, Voter awareness drives have been organized. Survey related to work- life balance of working women in G.E.Society was conducted. Railway platform canteen food survey (to check food quality and service from Dahanu to Mumbai Central) and health and hygiene has been conducted for the benefit of the students local residents.

The NCC wing of the College has adopted village Khorepada for health checkup. Training programs on Disaster Management are organized annually in collaboration with Civil Defence Cell Boisar. Program on Road Safety is conducted with the help of Gholwad Police Station, to cope with the natural and manmade calamities. Science exhibitions related to health care have been organized by Zoology Department. *Day droid* and *IT Express* exhibition was organized by IT department.

A student who participates in these activities develops awareness and motivates other students. The students learn the values of social justice, equality, national integration, duties towards society etc. along with academics.

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

Response: 1

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

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	1	0

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

3.4.3 Number of extension and outreach programs conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc., during the last five years

Response: 29

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

years

2016-17	2015-16	2014-15	2013-14	2012-13
6	6	7	6	4

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

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

Response: 25.39

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

2016-17	2015-16	2014-15	2013-14	2012-13
259	237	385	346	430

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

3.5 Collaboration

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

Response: 22

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

2016-17	2015-16	2014-15	2013-14	2012-13
4	6	3	3	6

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

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

Response: 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc. during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

The institution provides suitable facilities according to the needs of the various courses as and when required. For Curricular and co-curricular activities- Classrooms-15, Laboratories- 18, ladies room-1, Seminar cum Conference hall -1, Botanical garden, Open air stage for cultural activities , sports, NSS, NCC staff common rooms, store room staff quarters etc. Every laboratory is provided with the necessary equipments and apparatus. In teaching learning process Charts, models, structures are provided.

Principal's office- 241sq.ft.

Principal's quarter- 575 sq. ft.

Vice Principal's office-135 sq.ft.

Classes	Area (sq.ft.)	Laboratories	Area (sq.ft.)	Other	Area (sq.ft.)
LH1	627	Lab1(Chem.)	485	Ladies Room	44
LH2	627	Lab2(Chem.)	1654	Staff Room	30
LH3	401	Lab3(Chem.)	627	Maths Dept.	81
LH4	814	Lab4(Physics)	355	Conference Hall	12
LH5	488	Lab5(Physics)	872	Office Room-1	48
LH6	627	Lab6(Biotech)	627	Office Room-2	60
LH7	241	Lab7(Zoology)	823	Office Store	39
LH8	190	Lab8(Botany)	823	Exam. Room	24
LH9	612	Lab9 ((Micro.)	627	Exam. Store Room	47
LH10	441.	Lab10(Biotech)	401	Exam. Xerox Room	96
LH11	453	Lab11((Micro.)	241	Store (Chem.)	16
LH12	453	Lab12(comp.)	355	Store (Chem.)	25
LH13	441	Lab13(Comp.)	355	Maint.Room (Comp)	80
LH14	502	Lab14(Electr.)	355	Ups Room (Comp)	80
LH15	355	Lab15(Comp.)	355	Net Connec. Room	54
IQAC Room	120	Lab16(Comp.)	355	N.S.S. Room	21
Library	1375	Lab17(Comp.)	363	N.C.C.Room	44
Open Space	6000	Lab18(Comp.)	363	Sports Room	21
Ground	3 Acre	Store (Comp)	80	Girls Room	58
		Store (Comp)	80	STAGE	10

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

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

Response:

Institution facilities :

Sports room is available for indoor games.

Sports Kits for Chess, Carrom, Cricket, Volley Ball, Badminton,etc.

Material for Athletics events and Gymnasium is provided for outdoor games.

Open Air Auditorium and Hall are available for NSS, NCC, Cultural activities, public speaking and communication skill development program,etc.

College Ground is available for Sports and Yoga day activites.

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

Response: 31.25

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 5

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

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

Response: 18.11

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

2016-17	2015-16	2014-15	2013-14	2012-13
16.43	19.59	12.75	14.31	10.20

File Description	Document
Audited utilization statements	View Document
Details of budget allocation, excluding salary during the last five years	View Document

4.2 Library as a Learning Resource

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

Response:

Our Library is housed in an area ad measuring 1375 sq.ft.It has seperate seating areas for students and staff.

The library is partially automated with SOUL 2.0.

Library Management System as recommended by UGC is installed.

We use Barcode technology for circulation of books.Barcode has also been issued to membership cards.

Data Entry of 7000 books has already been done and the work is in progress.

Internet facility is available for students and staff.

Our Library is member of National Digital Library of India and INFLIBNET N-LIST under which 6000+ e-Journals and 30 Lakhs+ e-Books are available.

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

Response:

We have in our collection 11 Ph.D. Thesis Submitted by our staff members for getting their degree 1 Ph.D. thesis has been donated by Dr. Jahangir Contractor which is submitted to the University of Massachusetts(U.S.) in the year 1952.

6 M.Phil Dissertations submitted by our staff members and 1 submitted by M.Phil student are kept in our library.

We have 48 Research Papers published by our staff members during the past 7 years.

Our Commerce students under the guidance of a faculty member conducted a Survey on Food Quality of the food available on Western Railway Platforms. Report of the same is available in the Library.

4.2.3 Does the institution have the following:

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

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: B. Any 3 of the above

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

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

Response: 3.58

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

2016-17	2015-16	2014-15	2013-14	2012-13
4.3	3.9	4.5	2.6	2.6

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

4.2.5 Availability of remote access to e-resources of the library	
Response: Yes	
File Description	Document
Details of remote access to e-resources of the library	View Document

4.2.6 Percentage per day usage of library by teachers and students	
Response: 0.5	
4.2.6.1 Average number of teachers and students using library per day over last one year	
Response: 7	
File Description	Document
Details of library usage by teachers and students	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi
Response:
The IT facilities provided by our college are as follows:
<ul style="list-style-type: none"> • The entire campus is brought under CCTV surveillance from 2015 and is accessible at connected level. • Conference Hall with ICT facility. • Library provides Internet Facility for Staff and Students. • Library is partially automated and uses SOUL2.0. Integrated Library Management System. • Computer Labs with Internet Connection and Sharing. • Two of our IT Laboratories function on Thin Client Technology and have been updated periodically

in 2008,2010 and 2015 by providing higher efficiency UPS.

- Additional Computers have been provided in 2015 and Thin Client Technology extended .
- Two Portable Projectors where bought in 2014-15 which enables us to make every Lecture Hall and Practical Hall ICT enabled.
- Digital Notice Board was installed in 2015 which uses Raspberry Pi (Latest Single Board Open Source Software Hardware).
- One Window System is operated in the office as all the computers in the office are connected in single LAN.
- The Office makes use of Tally Software from 2016 for purpose of Accounts.
- College makes use of various softwares for Admission,Results and Government Scholarships.
- From 2014 onwards College to University communication is purely in digital form.
- Digital Paper Delivery System has been introduced since 2015.
- College provides Firewall and Anti-Virus softwares for protecting the system.
- Internet Sharing Computers are formatted with new Operating System at the end of each Term.

4.3.2 Student - Computer ratio

Response: 13.55

File Description	Document
Student - Computer ratio	View Document

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

<5 MBPS

5-20 MBPS

20-35 MBPS

35-50 MBPS

Response: 5-20 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	View Document

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

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure

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

Response: 92.41

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

2016-17	2015-16	2014-15	2013-14	2012-13
74.72	86.04	82.10	69.93	58.73

File Description	Document
Audited statements of accounts.	View Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document

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

Response:

Physical,Academic and support facilities such as Classrooms,Laboratories,Computer Laboratories,Library,Sports Room,Gardens,etc are maintained and optimally utilised.

The Use of Laboratories and Class Rooms is regulated with the help of Time Table according to the requirements of the syllabuses.The responsibility of regular cleaning and maintenance of the rooms,laboratories,common spaces and gardens is entrusted to support staff.They are allotted their duties at the beginning of the academic year.

A computer expert is specially appointed for supervising and maintaining all ICT related equipment and issues.

All Library books are carefully stored in steel Cup-Boards with transparent glass display.

Periodic Pest Control is conducted in the library,Office and Record Rooms.

The Sports Committee takes care of maintenance and utilisation of the sports room and sports facilities.

Drinking water facility is maintained and updated at regular intervals. Similarly toilet facilities are maintained for ensuring cleanliness and hygiene.

The expenditure incurred for maintaining all these facilities is priorly sanctioned by the Principal after discussing it with the concerned heads.

NAAC

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 24.75

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

2016-17	2015-16	2014-15	2013-14	2012-13
233	358	326	337	367

File Description	Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	View Document
Upload self attested letter with the list of students sanctioned scholarships	View Document

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

Response: 0.24

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

2016-17	2015-16	2014-15	2013-14	2012-13
1	12	1	1	1

File Description	Document
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	View Document

5.1.3 Number of capability enhancement and development schemes –

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

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: C. Any 5 of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Link to Institutional website	View Document

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

Response: 2.85

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

2016-17	2015-16	2014-15	2013-14	2012-13
49	63	41	38	0

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

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during

the last five years**Response:** 3.21**5.1.5.1 Number of students attending VET year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
39	32	77	65	0

File Description**Document**

Details of the students benefitted by VET

[View Document](#)**5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases****Response:** Yes**File Description****Document**

Details of student grievances including sexual harassment and ragging cases

[View Document](#)

Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee

[View Document](#)**5.2 Student Progression****5.2.1 Average percentage of placement of outgoing students during the last five years****Response:** 0.56**5.2.1.1 Number of outgoing students placed year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
0	7	0	5	0

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

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

Response: 28.24

5.2.2.1 Number of outgoing students progressing to higher education

Response: 109

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

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

Response: 26.66

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

2016-17	2015-16	2014-15	2013-14	2012-13
8	5	5	5	1

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

2016-17	2015-16	2014-15	2013-14	2012-13
25	19	18	12	18

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document
Upload supporting data for the same	View Document

5.3 Student Participation and Activities

<p>5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.</p> <p>Response: 0</p>				
<p>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</p>				
2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0
File Description	Document			
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document			

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

Response:

The Institution forms “Students’ Council” as per the provisions of section 40(2) (b) of the Maharashtra University Act, 1994 and 2015.

According to this Act, members of the Students’ Council are selected based on their academic performance during the previous year. The selected representatives of the Council elect amongst themselves the University Representative of the College either unanimously or through ballot. The members of the Students’ Council are involved in arranging various cultural and sports activities in the College during the academic year. is provided by The College provides event wise separate budget for the activities arranged by the Students’ Council.

The composition of “Students’ Council” is as follows: Principal, Vice Principal, Teacher In-Charge of NCC, and NSS Programme Officer from among the staff members. It also comprises one student from

each class with academic merit at the examinations held in the preceding year and engaged in fulltime studies in the College (nominated by the Principal), one student each (nominated by the Principal) showing outstanding performance in Sports, NSS, NCC and Cultural Activity.

The function of the Students' Council is to maintain overall discipline on the campus, work as a facilitator between the Students and the College administration and coordinate all the extra-curricular activities, annual departmental and institutional festivals of the College.

Student representation and participation has been an integral part of academics as also of the various activities of the College. Student representation is on the following committees:

- Students' Council
- Anti-Ragging committee
- Committee for Prevention of Sexual Harassment against women
 - Women Development Cell
- Internal Quality Assurance Cell
- All organizing committees for seminars, conferences and workshops which are conducted in the College
 - All Departmental activities and annual festivals, exhibitions such as Comfest, Biospark, MicroMagic, Innovision etc, are organized by students.

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

Response: 17

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

2016-17	2015-16	2014-15	2013-14	2012-13
17	17	17	17	17

File Description	Document
Number of sports and cultural activities / competitions organised per year	View Document
Report of the event	View Document

5.4 Alumni Engagement

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

Response:

There is an Alumni Association in the College. Though the institution does not have a registered alumni association, gradually, the association has started functioning. The institution will undertake to register the association after suitable response from our past students. The institution intends to make sure that the association contributes to the development of the institution in the best possible manner. Due to the efforts made by our teaching as well as non-teaching staff of establishing communication with our present as well as the past students, even the alumni are in regular contact with the college through various social networking sites. Most of the past students belong to very low-income groups and hence it is not possible for them to make financial contributions even if we set up a formal Alumni Association. Our college is situated in the village of Bordi. Some of our Alumni are local businesspersons, artisans and they help the College by providing goods and services at a reduced price, thereby indirectly giving financial support. In addition, since the association is in its nascent stage, there is no financial contribution from the alumni but we do hope to have it in future. We conduct meetings of Alumni on regular basis with the current students. The institution also organizes MICROMAGIC event with the help of Microbiology department to engage actively with the alumni. The alumni share their knowledge and experience with the students, which help our students to develop technically. We hope that the association would play a significant role in the enhancing the quality of the institution.

However it is important to note that two of the College buildings have been constructed with the help of munificent and unconditional donations given by the alumnus of the Bordi centre of Gokhale Education Society.

5.4.2 Alumni contribution during the last five years

<1 Lakh

1 Lakh - 3 Lakhs

3 Lakhs - 4 Lakhs

4 Lakhs - 5 Lakhs

Response: <1 Lakh

File Description	Document
Alumni association audited statements	View Document

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

Response: 2

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

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document
Report of the event	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

Vision Statement:

The College continues to offer quality service in the field of education and upliftment of the tribal and lesser-privileged adivasis of the Palghar region. In the next ten years, we aspire to add vocational courses according to the demand of the times. We look forward to increasing ICT- enabled teaching and learning. Some Science departments will be developed into Research Centres. We shall also venture into developing contacts with various industries to help our students get hands- on training in commercial projects, facilitate job seeking and establish linkages. The Commerce faculty will be developed and will offer post graduate and management courses.

Mission Statement:

The Gokhale Education Society is committed to the cause of students' empowerment through access to education at all levels and particularly higher education. We aspire to develop 'world-class' citizens through relevant courses under formal and non-formal streams. The Society is further committed to raise the dignity of the teaching profession and to establish a culture of caring and excellence by providing a wide range of professional and vocational courses for the poor and downtrodden as also for the adivasis and the less privileged. We also strive to meet the changing socio-economic needs with human values, social responsibility and to achieve excellence with total quality in all activities of lifelong learning.

About Gokhale Education Society:

- Gokhale Education Society is an educational society established in 1918, run by teachers and functions in a **democratic** manner.
- All appointments to the Governing Body and Senate are made according to the constitution of Gokhale Education Society from among the teachers.
- Gokhale Education Society nominates or selects Life Members from among the faculty and retired faculty members. Usually, Principals of all our HE Institutions are Life members.
- Governing Body and Senate meetings are conducted twice in a year to discuss proposals concerning the Institution's future development. The College follows observations, remarks, guidelines suggested during the meetings.

Process:

- The Principal, initiates discussions, consults staff members and the HoDs on proposals concerning the Institution's future development, and ensures that such proposals are presented to the management in the meeting of Local Management Committee.
- To achieve the vision and according to the mission of the institution, Principal distributes work among the staff members through various committees such as Admission, Examination, Discipline,

Timetable, Cultural, Purchase Committee, and 'Notice me Notice Board' Committee etc.

- Committees are formed in order to fulfill the various responsibilities related to curricular, co-curricular and extracurricular works. The senior staff members are appointed as conveners or in charge of committees and are given full freedom in decision making with approval of the Principal.
- All the committee meetings are conducted with Principal as the Chairperson. The Principal and in-charge of various committees conduct activities, which are beneficial to students and the institution
- Students are also involved in these processes.
- The HoDs and Heads of committees work in co-ordination. The faculty members are actively involved in implementing quality improvement plans and programs.

6.1.2 The institution practices decentralization and participative management

Response:

Formation of Students' Council:-

At the beginning of every academic year Students' Council is formed as per the as per the University Act 1994 and Government of Maharashtra.

Council constitutes student members representing all the classes of Science and Commerce faculties. Representatives from Sports, NSS, NCC and Cultural activities are also included in the Council.

The Principal and the In- charge of Students' Council, help the students to organize and conduct various events and programs. Students take active lead in organizing and executing the decided program.

General Secretary (GS) distributes work to the students according to their interest.

Problems reported by students are placed before the college management through Students' Council members and are resolved.

Every year the first program organized by the Students' Council is Teachers' Day Celebration on 05th September. On this day, our students prepare the lecture schedule and students conduct the lectures. *Best Student teacher* award is given to the student based on performance in the classroom.

In this manner, number of program /events are organized and conducted by the students themselves e.g. COMFEST, MICROMAGIC, BIOSPARK, CHEMFEST, *Beyond the Curriculum*, Science exhibitions (Zoology/IT/Chemistry/Biotechnology) and Annual Social Gathering.

General Secretary of Students' Council prepares a report on all the activities, programs conducted in the College during the year. The Report includes academic results of all the classes, achievements of students and faculty members and non-teaching staff. The General Secretary presents this report before all the guests, invitees, College students and staff members in the Annual prize distribution function.

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution**Response:****Academic Calendar:**

In the beginning of every academic year, the Principal in consultation with the members of the IQAC and Heads of the Departments prepares an academic calendar, which includes all the forthcoming events, programs, guest lectures, seminars organized by College or different departments for the benefit of staff and students. The Calendar also includes tentative examination schedules, details of actual teaching, working days and vacations.

The academic calendar is sent to every department for further execution. Actual implementation of the calendar is recorded in the teacher's diary and is reflected in the magazine and the annual report.

File Description	Document
Strategic Plan and deployment documents on the website	View Document
Link for Additional Information	View Document

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

Gokhale Education Society is an educational society run by teachers.

According to the constitution of Gokhale Education Society, all members of Gokhale Education Society elect members for the "Senate".

Gokhale Education Society nominates life members. Usually, Principals of all Colleges run by Gokhale Education Society are Life members. Some faculty members and some retired and nominated members are appointed as life members.

Gokhale Education Society appoints Zonal Secretaries for each zone. The Principal of the Institution works according to the suggestions and guidance of Zonal Secretary.

The Principal distributes college responsibilities in three sections viz. Academic, Administrative and Library.

Academic: Head or In-charge is appointed in all the departments. Head or In-charge distributes workload

to all the teachers before the semester begins. Principal and Head/In Charge of the department gives directions, suggestions to the teachers regarding teaching and learning. The allotment of work for the semester/year is noted by faculty members in their diary and is checked by the Head or In-charge.

Regular schedule, working and various departmental activities are supervised and controlled by each Head or In-charge of the department.

Laboratory assistants, attendants and peons assist laboratory activities.

Administration: Head clerk is appointed in the college office for the office related work and other responsibilities. Other clerks, attendants and peons assist Head clerk.

Library: Librarian is the head of the Library who supervises and regulates all the demands of the books, reference books, journals, periodicals etc. Library attendant and peons assist librarian.

LMC: LMC meetings are held twice in a year. The Principal presents a report of the working of the College during the term in the meeting.

IQAC: IQAC monitors all the quality parameters for the academic progress of the College. IQAC encourages students and all the departments to arrange, organize various events activities for the benefit of students.

Service Rules: Institution follows all the service rules set by the Govt. of Maharashtra, UGC and University of Mumbai.

All Grant in Aid staff is recruited according to the norms of the Govt. of Maharashtra, UGC and University of Mumbai. After receiving the approval from Joint Director of Higher Education and University of Mumbai, the posts are advertised in reputed newspapers all over the state. Candidates are selected through the selection committee appointed by University of Mumbai and the Joint Director.

For non-grant teaching courses, advertisement is given in reputed local newspapers. Staff is recruited through selection committee interviews held by members appointed by the Governing Body.

Non-teaching staff for Grant in aid is recruited by giving advertisement in reputed newspaper after seeking NOC from the Government. Candidates are selected by Selection Committee appointed by Governing Body and includes Joint Director's nominee.

Grievances are resolved by the Principal, Management at the LMC.

A Dialouge Box is available for the students to record their grievances, difficulties and problems. Suggestion box is opened periodically by the Principal's office and students' grievances are resolved.

General Secretary of Student's Council presents/ forwards the grievances or difficulties of the students to the Principal. The Principal in consultation with the staff resolves it.

File Description	Document
Link for Additional Information	View Document

6.2.3 Implementation of e-governance in areas of operation: 1.Planning and Development 2. Administration 3. Finance and Accounts 4. Student Admission and Support 5.Examination

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: C. Any 3 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document
Screen shots of user interfaces	View Document

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

Response:

Effectiveness of Examination Committee:

Examination committee meeting is held twice in a year to discuss about planning and schedule of examinations. All the members of examination committee discuss the distribution of responsibilities. All the issues are resolved through discussions in the meeting. As per the discussions in the meeting, Examination duties are assigned to the staff and the finalized schedule is circulated to all the departments for proper planning and its implementation.

In the meeting, after finalizing the examination schedule the Committee discusses the dates of form submissions, manuscript submission, last teaching day, CAP dates, proof reading of papers, duties allotment, result preparations and other relevant issues.

Dates of the meeting:

Sr. No	Year	Dates and Time	
		Ist term	IInd term

1	2010-11	01/10/2010 at 12.30pm	23/12/2010 at 10.30am
2	2011-12	30/07/2011 at 11.40am	03/12/2011 at 11.45am
3	2012-13	07/07/2012 at 2.00pm	19/12/2012 at 2.15pm
4	2013-14	17/06/2013 at 2.00pm	30/11/2013 at 2.00pm
5	2014-15	11/06/2014 at 2.00pm	19/12/2014 at 2.00pm
6	2015-16	25/06/2015 at 11.00am	28/11/2015 at 2.00pm
7	2016-17	03/08/2016 at 2.00pm	25/01/2017 at 2.30pm

6.3 Faculty Empowerment Strategies

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

Response:

- PF / DCPS scheme for Grant in aid staff as per Government provisions
- EPF scheme is made available for non-grant staff by the institution.
- Facility of medical re-imburement for Grant- in- aid staff by the Government is available and some members have availed of the facility. The Principal recommends such applications and sends them to competent authorities for further action.
- College waives the fees of wards of the Gokhale Education Society staff members.
- Partial Medical re-imburement is available for non- Grant staff by the institution.
- College gives advance payment to the needy teaching and non-teaching staff.
- College provides Uniforms to the non-teaching staff.
- College helps the non-grant non teaching staff by giving “Diwali Bonus”

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

Response: 50.94

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

2016-17	2015-16	2014-15	2013-14	2012-13
53	23	13	18	28

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

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

Response: 0.2

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

2016-17	2015-16	2014-15	2013-14	2012-13
0	1	0	0	0

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres).	View Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

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

Response: 10.74

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

2016-17	2015-16	2014-15	2013-14	2012-13
2	7	10	5	4

File Description	Document
IQAC report summary	View Document
Details of teachers attending professional development programs during the last five years	View Document

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

Response:

Teacher's performance is evaluated through D2 forms and API-PBAS forms.

At the end of every year, teachers are asked to fill up these forms.

In the present system API- PBAS Performance based appraisal systems is applied for the teacher and are evaluated on these API academic performance indicators. All these forms are submitted through head of the department to IQAC Co-ordinator. IQAC verifies all the details then forms are sent to the Principal for further procedures.

Which includes three categories

1. Teaching and learning
2. Co-curricular and extracurricular activities
3. Research and professional development activities

Teachers have to secure minimum points in each category for the promotion to the next stage. All API forms filled by the teacher are first checked and verified by the Head of the Department and the IQAC. IQAC forwards it to the Principal who then recommends the teacher for the promotion.

Teachers Daily Diary: This reflects staff punctuality, regularity, student strength, utilization of resources, teaching plan and its execution. The Diary is assessed first by the HOD and then the Principal at least twice in a year. Accountability is established through it.

Departmental reports given by the HoD/IC to the Principal before LMC/CDC meetings and the Principals report also reflect initiatives and involvement of the staff members in the various activities conducted by the departments.

NON TEACHING:-

Non teaching staff is also informally assessed or examined by the Principal during regular working schedule. They are assigned different duties on the basis of their performance, educational background and capacities.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly**Response:**

We follow the rules and regulations specified by regulatory bodies such as Joint Director of Higher education, Account Officer and Auditor General.

Institution conducts internal and external financial audits regularly.

Internal audit is conducted by G.E.Society's Chartered Accountant annually.

Joint Director of Higher education, Account Officer and Auditor General conducts external audit and assessment periodically.

Sr no	Year	Internal Audit		External Audit	
		Granted	Non Granted	JDE Assessment	AO Audit
01	2010 -11	11-07-11	11-07-11	16-03-2017	14-10-2017
02	2011 -12	06-07-12	31-07-12		
03	2012 -13	25-05-13	27-05-13		
04	2013 -14	22-05-14	12-08-14		
05	2014 -15	01-08-15	25-05-15		
06	2015 -16	23-06-16	23-06-16		
07	2016 -17	06-07-17	06-07-17	28-10-2017	

Remark in Account Officer (AO) audit:

Sr no	Remark	Resolution or settling of objection
1	Expenditure of Development fund	College is utilizing this fund for benefit of students by providing important requirements as suggested by JDE Auditor.
2	Students library deposit	Added these amounts to the students' welfare funds and liabilities and assets as per JDE Auditor's suggestions.

College has sent the clarification in above matter to the office of Joint Director of Higher Education and it has been accepted by them.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III)**Response: 0**

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

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

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

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

Response:

Institution utilizes all the resources in a systematic manner. All the research proposals are screened by the IQAC and then forwarded to LMC and are sanctioned.

Initially after discussing the departmental requirements, funds are allocated in the Principal's meeting with the Heads of the Departments. The funds are allotted to all departments in keeping with the demand and requirements given by them. A Purchase Committee is established which checks and verifies orders. They are then forwarded to the Principal for sanction.

The sanction and utilization of funds is conducted in a very transparent manner.

All the laboratories are utilized optimally and systematically.

All classrooms have ample sun light, sufficient ventilation so that the electricity is saved thereby saving on expenses of electricity bills.

Open-air auditorium: The students use this whenever required. All the cultural events and programs are conducted in the Open-air auditorium. All the events of Annual Social Gathering are conducted on this stage.

Conference Hall: Conference hall is used on an optimum scale for various activities. Especially academic programs like guest lectures, discussions, debates, workshops etc. are conducted for the benefit of students and staff.

Rain Water Collection: All the rainwater, which is collected on the terrace of the building, is released into the well so that it is recharged and the water level is improved through this practice.

Rainwater is also collected in tanks and is used for various purposes where distilled water is required, such as preparation of solutions in Chemistry laboratory during analysis of compound or salts etc. By replacing distilled water with rainwater, we can cut on costs without compromising with the results.

All the laboratories, classrooms, library are well equipped and well designed. All the laboratories are optimally used. Laboratories are start functioning early in the morning at 6.45am.

Office facility is available from 9:00 AM to 5:00 PM on working days.

Department of CS/IT utilizes all the equipments by upgrading them from time to time. It helps to increase

durability and to avoid accumulation of e-waste.

Computers are setup in such a way that it reduces the consumption of electricity up to 25%.

In the year, 2017, in the Dept. of Chemistry solar distillation plant is set up to get distilled water. Earlier the required amount of water was distilled through thermal distillation (Using Heating mantle) which consumed lot of electricity. Therefore, it was too costly. Hence, we have shifted to solar distillation, which is highly convenient, environment friendly and cost effective.

6.5 Internal Quality Assurance System

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

Response:

1. Magazine Committee:

College publishes magazine “**Amaranth**” A Flower That Never Fades every year before the current final year students leave. Regular meetings of Magazine Committee are organized to discuss the themes, the layout, the cover page, and the strategies for inviting student response for the magazine. The Committee includes teachers as well as students. Magazine committee interacts with students throughout the year and inspires / encourages students to think and to write articles, which enhances the reading and writing abilities of the students.

Every year the Magazine Committee decides to interview a few local well-known personalities. Students are sent to renowned personalities in the nearby vicinity to interview them. Students are trained for such interviews or interactions. Personalities chosen for such interviews are usually entrepreneurs, industrialists, successful and ideal farmers, and social workers etc. This practice inculcates the skills of entrepreneurship, communication skills and social awareness among the students. It also helps in creating a record of illustrious local personalities who can become role models for the students.

Every year the magazine is published with a special theme. The basic theme is always related to contemporary issues or events. Apart from the pre-decided theme, articles on other topics are also accepted. Based on the theme, students are asked to contribute articles, essays, poems, posters etc. that are screened by the Magazine Committee and then published. This activity encourages students to write, speak, discuss, and express their ideas and thoughts.

College Magazine reflects all the activities conducted by College through the departmental reports, achievements by teachers, students and non teaching staff of the current year.

2. D2 forms and API:

Teacher's performance is evaluated through D2 forms and API-PBAS forms.

Every year at the end of year, teachers are asked to fill up these forms.

In the present system API- PBAS Performance based appraisal systems is applied for the teachers and they are evaluated on these API academic performance indicators.

It includes three categories

1. Teaching and learning
2. Co-curricular and extracurricular activities
3. Research and professional development activities.

Teachers have to secure minimum points in each category for promotion to the next stage. The Head of the Department first checks and verifies all API forms filled by the teacher and forwards it to the IQAC. After verifying the applications the IQAC forwards it to the Principal. Then Principal recommends the teacher for the promotion.

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

Response:

Teachers' Daily Diary: It reflects staff punctuality, regularity, student strength in the lectures and practical sessions, teaching plan and its timely execution. The Diary is assessed through HOD and then by the Principal at least twice in a year. Accountability is established through it. The Principal gives appropriate suggestions to the concerned teacher.

Departmental reports also reflect initiatives and involvement of the staff members in the various activities conducted by the department.

LMC Meetings: LMC meetings are held twice in a year. In the meeting, the Principal presents a report on the working of the College during the term, which includes all the activities that are conducted in the College, other achievements and planning of events to be conducted in the next term.

The LIC/CDC sanctions leaves, budgets for the various departments and funds for various developmental activities.

Magazine: College Magazine reflects all the activities conducted by College. Details of all these activities are included in the magazine. Departmental reports, teachers' achievements, students' achievements, nonteaching staff achievements during the current year are published in the magazine.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year**Response:** 4.8**6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
4	6	4	4	6

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include:

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

A. Any 4 of the above**B. Any 3 of the above****C. Any 2 of the above****D. Any 1 of the above****Response:** C. Any 2 of the above

File Description	Document
e-copies of the accreditations and certifications	View Document
Details of Quality assurance initiatives of the institution	View Document

6.5.5 Incremental improvements made during the preceding five years (in case of first cycle) Post

accreditation quality initiatives (second and subsequent cycles)

Response:

With reference to the recommendation for quality enhancement of the institution made by the previous NAAC peer team which visited our college on 30th September and 1st Oct 2010 we have tried to implement the following changes

1. In an effort to enhance entrepreneurship and increase employability skills we have introduced, two UGC recommended Career Oriented Courses from 2013 viz. **Information and Communication Technology and Food Processing and Preservation.**
2. Some collaborative linkages have been established between IIT, Mumbai and a few industries in Umbergaon (GIDC Area).
3. Our laboratories are constantly updated and well equipped according to the demands of the syllabus and teaching requirements.
4. After the previous NAAC visit in 2010, the number of **Ph. D. teachers has gone up to 11 , M.Phil. are 6 and NET/SET qualified Staff is 12.** Even our non-teaching staff continuously makes efforts to upgrade their qualifications. This helps in improving their performance.
In order to give an impetus to Research activities, our Physics laboratory is recognized as a research laboratory from 2015 by University of Mumbai. Three teachers are recognized as Ph.D. Guides.
5. The Microbiology Alumni Association is especially active while the other departments are making efforts to develop a database of past students.
6. Staff welfare: With reference to their suggestions we have implemented EPF scheme from 2006 for the benefit of non- grant teachers and non-teaching staff.
7. A cell for women's development is established which can also deal with cases of sexual harassment when they might occur.
8. Computer Science and Information Technology staff members teach certain topics of Physics course. Some staff members from Physics, Chemistry and Foundation course teach certain topics of Biotechnology course. This helps to foster inter departmental interaction and teaching.
9. Innovation in teaching learning process with ICT aids: Department of Botany, Chemistry, Computer Science and Information Technology make use of ICT aids.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

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

Response: 11

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

2016-17	2015-16	2014-15	2013-14	2012-13
3	4	0	1	3

File Description

Document

List of gender equity promotion programs organized by the institution

[View Document](#)

Report of the event

[View Document](#)

7.1.2

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

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

Response:

Various facilities under gender sensitivity are provided in the institution which are reflected in the high proportion of girl students as compared with the number of boys. College /institute provides facilities for safety and security such as

- CCTV coverage is provided at entrance gate ,corridor, office area, classrooms and other common areas to ensure the safety of the students.
- Colour coded I-cards are provided to the different streams and classes.All the details which are necessary during an emergency are entered on these cards.
- Uniform for students is introduced for some departments.This ensures the easy identification of students for safety and discipline purposes.Entry inside the campus is restricted for outsiders .They have to seek prior permission of the Principal or Vice Principal, or Heads of the various departments before coming into the College. College has a strict vigil regarding ragging possibilities.Students seeking for admissions to various courses in the institution are guided with counseling regarding details of courses to be offered by them by the experienced faculty. After securing the admission within one week the Principal addresses all the newly enrolled students and

staff. At the beginning of every year, Principal's Address is arranged in which all the rules of discipline and code of conduct is explicitly spelt out by the Principal. The College conducts guest lectures by various experts such as police, advocates, social workers to keep students well informed. etc.

- Most of our students commute from far away areas by trains and buses. The frequency of trains is quite less. The time table of the college is scheduled according to the train timings for the convenience of the students. Hence the students are not required to wait and so do not need common rooms. However we have arranged common room for girls.

7.1.3 Alternate Energy initiatives such as:

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

Response: 2.73

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

Response: 1.5

7.1.3.2 Total annual power requirement (in KWH)

Response: 55

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 4.2

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

Response: 0.2

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 4.76

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

7.1.5 Waste Management steps including:

- **Solid waste management**

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

Response:

The institution follows certain steps to manage waste..

The institute has well equipped laboratories. The waste produced in the laboratories is treated initially by some departments according to the standard operating procedures. Solid waste is treated and dumped in to large pits. Biological waste from Microbiology and Biotechnology departments is initially autoclaved and then dumped in to a pit. Liquid or chemical waste from the Chemistry department is treated to remove or neutralize the chemicals and then released in to the soaking pits. Whenever possible broken glass ware and other materials are repaired and reused in practicals. This practice of repair and reuse reduces the glass waste.

We minimize the generation of E-waste in the College. Older accessories are updated with recent technology which helps to reduce e-waste. College has donated old computers to the Khorepada (the pada adopted by NCC) .

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Rainwater is collected from the rooftop of the College building, with the help of systematically laid pipes and stored in a well. This helps in reinvigorating the well water springs, which help to supply water even in the summer months of April, May and June. This helps us to subsist until the monsoon arrives because we cannot much depend upon the local water supply. The well is a boon during the months of water shortage.

Besides collecting rainwater in the well, we also collect it in five molded plastic tanks with a capacity of 1000 liters each. This water is used in place of distilled water for the purpose of science practical sessions. This practice helps to reduce the expenses on distilled water without affecting the quality of the experiments. Students also realize the importance of water collection and harvesting and become aware of the importance of water saving and conservation.

7.1.7 Green Practices

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

Response:**Green Practices:**

Most of the students prefer public transport such as trains and buses for travelling purpose. Students who live at nearby places come to college on bicycles or walk down. Some students and staff members use sacks made out of cotton cloth for carrying necessary things. The kit bags distributed to the participants of the Physics Conference and MCEAM Conference in 2015 were made out of eco-friendly material. We try to reduce the use of plastic.

Our office tries to reduce use of paper by displaying notices on digital notice board. Correspondence is conducted through mail and internal communication with the help of intercom. Various softwares are installed in the office which helps to reduce use of paper. The College has already developed its website. Most of the information, circulars, notices are published in digital format on website due to which the use of paper is reduced. College students collect the blank pages remaining from the previous academic year and prepare notebooks. They offer these notebooks to poor school students for study purpose under NSS activity.

Every year in the monsoon season, tree plantation programme is conducted by NSS unit and NCC unit. Also College has developed a botanical garden near by college campus as well as on the college campus. Attention is also paid to conservation of trees.

From the past 20 years, Department of Chemistry has been collecting "rain water" in tanks. This is used as distilled water (which is free from contamination and dissolved salts) (8000 litres/year) for daily use in laboratory to prepare solutions and perform practicals.

Instead of using heating mantle, Department of Chemistry has started using Solar Distillation Plant from academic year 2017-18. This gives 2.5 litres of conductivity water per day thereby reducing the power requirement. Heating mantle of 2000W if used continuously for 8 hours gives 7 to 8 litres of conductivity water. Consequently 1 litre of conductivity water - requires 2 units of current. Department of Chemistry requires 200 litres of conductivity water per year. 200 litres of conductivity water requires 400 units of (energy) electricity. With the help of solar Distillation Plant we will be able to save 400 units of electricity.

The Department of Computer Science and IT, is housed in two laboratories equipped with thin client technology. This helps to reduce power consumption. Holy basil plants are placed near the Computer laboratories to ensure carbon neutralization. IT equipments are periodically updated with higher electrical efficiency to reduce power consumption.

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years**Response:** 0.43

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year

wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
1.1	0	0.5	0.14	0.02

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

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

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

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: D. At least 2 of the above

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

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

Response: 4

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

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	1	1	0

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

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

Response: 7

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

2016-17	2015-16	2014-15	2013-14	2012-13
2	1	1	2	1

File Description	Document
Details of initiatives taken to engage with local community during the last five years	View Document
Report of the event	View Document

7.1.12

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

Response: Yes

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

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

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

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

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

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

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

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

File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years**Response:** 19

File Description	Document
List of activities conducted for promotion of universal values	View Document

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

Response:

Institution organizes national festivals...

We observe the following days and celebrate them in the College:

1) 12 January: National Youth Day: Swami Vivekananda Birth Anniversary: This day is celebrated as Youth Day. Lectures on the life and works of Swami Vivekananda are arranged.

2) 26 January: Republic day celebrations, Flag hoisting NCC parade

3) 30 January: Martyr's Day: Death anniversary of Mahatma Gandhi is observed by standing in silence for two minutes. Books by and about Mahatma Gandhi are displayed in the library.

4) 19 February: Namdar Gopal Krishna Gokhale birth anniversary is celebrated as Gokhale Education day also. It is celebrated by arranging lectures on the works of Namdar Gopal Krishna Gokhale, rangoli display, speeches etc.

5) 8 March: International Women's day celebrated by WDC

6) 14 April: Dr. B.R. Ambedkar Day celebrated by speeches referring to his contribution to the Constitution etc.

7) 1 May: Maharashtra Day: Students' Rally, Flag hoisting

8) 15 August: Independence Day: Flag hoisting and singing of patriotic songs

9) 5 September: Teachers' day, Prin. T.A. Kulkarni day celebrated by students who work as teachers on that day.

10) 16 September: World Ozone Day: celebrated by Chemistry Department, raising awareness about Green Chemistry

11) 2 October: Gandhi Jayanti: International Day of Non-violence

Clippings, pictures, slides about the importance of these days are displayed on the digital notice board throughout the particular day.

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

Response:

Institution maintains transparency in financial, academic, administrative and auxiliary functions:

- Financial aspects: When the students pay fees, receipt is issued instantly. They are never asked to pay any extra money beyond what is notified in the prospectus. In interactions with students, the Principal inquires whether any one asked them to pay more than what is specified either in the Prospectus or in the notices displayed on the notice boards. The refunds are also remitted through bank cheques. All payments are made through bank accounts. Receipts for fines are issued and accounted for. No payment is made or accepted without tendering relevant receipts or bills.
- In academic matters, complete transparency is maintained regarding timetable, completion of syllabus, conducting practical sessions as they strictly adhere to a well set up and previously displayed timetable. Examinations are conducted according to pre-decided schedules, which are notified to the students in advance. Results are displayed in a timely manner and students can request for rechecking after verifying what they have written.
- The administrative mechanism of our College is also very transparent. The Principal's Office door is very rarely closed ensuring all the stakeholders that they can meet and speak to the Principal whenever they want. We follow this open door policy. Besides the Principal, the other office staff is also easily accessible. Necessary information is passed on with the help of notices displayed on the notice board or flashed across the digital notice board.
- Auxiliary functions such as maintenance of cleanliness and hygiene is done through equally and systematically distributed work among the non-teaching staff. The Office issues certificates, transcripts, railway and bus concession passes, other forms etc. according to the SLA displayed in the office. All this work is done in a very transparent manner.
- The teaching staff members jot down their day's work in their diary that is first checked by the HoD or IC and then submitted to the Principal. The diary is a very important evidence of the transparency maintained by the staff regarding their work and duty.

7.2 Best Practices

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

Response:

1. Title of the Practice: Maintaining Teacher's Diary:

The Practice: At the beginning of every year, the individual teacher gets a diary from the College office. The Diary is divided into three parts:

- Annual/Term wise individual teaching plan, distribution of syllabus, and the individual timetable is appended on the back cover page of the diary. The Mission, Goals and Objectives are printed on the inside of the front cover page that constantly reminds our teachers of their role in the entire working of the College.

- Actual practicals, classes taken by the teacher ,time, venue, number of students present in the classroom , portion taught and a remarks section where the teacher is free to note down anything worth mentioning from inconvenience in the classroom, exchange of lectures, leave taken, any other significant point...
- Library record, books borrowed, returned from the library or elsewhere etc.

1. Title of the Practice: Khorepada Village Adoption

The Practice: In 2011-12, we chose Khorepada village, which is, situated in the interior part of the Jambugaon, Grampanchayat area .It is at a distance of about 11 kms. from our College. The population according to the 2011-2012 census was 257 people, all of which are tribal. The student strength of the local school is 114 students in the current year. It is difficult to access this region especially in the rainy season. After consulting the primary school teachers and the Panchayat members, we decided to initiate a free health checkup camp for the benefit of all the villagers. We requested the local government health authorities. They very readily sent a team of doctors from Dahanu Cottage Hospital and Primary Health Centre, Gholwad. Usually the village market day is chosen so that the villagers do not have to sacrifice their daily wages for attending the camp. A small canopy is erected at the venue which attracts the villagers. The team of doctors conducts a general health check up and supplies free medicines. In case of complicated cases they refer the patients to district hospitals where they are treated free of cost. Our NCC cadets assist them in checking the patients, maintaining discipline, sending each patient systematically in the queue, helping the patients explain their problems and giving them medicines prescribed by the doctors. They feel completely involved in the whole process.

- The College donated five computers to the primary school at Khorepada in 2014-15.
- The College distributes biscuit packets, fruits etc. to the primary school students.
- This practice, which began in 2011-12, has continued for the past seven years and we wish to conduct it in the years to come.

Note:Two institutional best practices (as per NAAC Format) are uploaded on college website

Web Link is http://nmbbordicollege.in/Files/Best_Practices.pdf

Link is also given in Link for Additional Information

File Description	Document
Link for Additional Information	View Document

7.3 Institutional Distinctiveness

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

Response:

The College was established in 1994, guided by the vision and mission which support the academic and

socio-economic development of the tribal students as well as those situated in the remote adivasi belt of Palghar district. The tribal students, economically less privileged students and geographically distanced students who secure admission to the various courses run by our college are able to build their careers with the help of the education received from our faculty and college. Our teachers help them to improve their personality, especially the SC and ST Students so that they are prepared to face global competition. College in all its aspects such as increased number of programs and courses, well developed infrastructure, faculty guidance, library facilities, sports and extracurricular activities plays a very significant role in the improvement of students' capabilities.

A majority of our students belong to tribal families and socially marginalized groups. Many of them are first generation learners. They belong to illiterate families, suffer from cultural disorientation and sometimes have migrated from their native places. At the FY level many of them hesitate even to talk in the local language to the faculty members regarding their difficulties. However we identify such students and help to solve their problems at the departmental level or at the individual level. We help them to correspond with government authorities like the Samaj Kalyan office for their hostel accommodation, scholarship issues, filling online forms, availing book bank schemes, concessions etc. With encouragement and support these students gradually develop into confident and responsible citizens of India. We are happy to see them complete their graduation and post-graduation and secure placement. Half of the student strength consists of girl students. There are no Science Colleges in the vicinity and had our College not been established the girl students would have found it very difficult to pursue higher education. Our College contributes in a large measure to the empowerment of girls through imparting higher education and enhancing their employability skills. The list of past tribal students pursuing further studies or those who are gainfully employed at various important positions and capacities is evidence of their enrichment through education.

In keeping with our vision statement we have added two courses in the past five years, viz. 1) M.Com., 2) M.Sc. Physics

Our College has introduced PhD. Physics and has made a beginning towards fulfilling our vision of developing some of the Science departments into Research Centers.

Two UGC approved Career Oriented Courses have been added viz.

1. Information and Communication Technology
2. Food Processing and Preservation

These courses have been added in order to make available opportunities for vocational training and value addition to the students. These courses include hands-on-training in some areas and have helped the students to enhance their employability skills.

File Description	Document
Link for Additional Information	View Document

5. CONCLUSION

Additional Information :

We have presented in detail the working of our College during the past five years. The previous NAAC visit took place in September 2010. We had prepared our draft according to the previous format and were ready to submit our LOI by March 2016. However, the format changed and the new system was adopted. We required some time to redesign the information according to the renewed format. The submission of AQAR was made compulsory after 2016. Hence, we submitted our AQAR late. The period of assessment should begin from 2010-2011. Since the current format requires us to send information regarding the past five years we have submitted details from 2012-2017.

The present NAAC format is certainly more transparent. We are required to support all details with adequate documents. It is indeed a very challenging exercise. Responding to all the questions and especially uploading the supporting documents was certainly a tough job.

Our College is situated in the remote Adivasi belt of the Palghar district. We face numerous challenges due to our location. The electricity supply is erratic and internet connectivity is quite slow. The means of transport like railways and buses is limited. The location of the College is an important deciding factor when it comes to preparing the timetable, deciding the availability of staff and scope for expanding College programs. Yet it is important to continue our efforts of imparting quality education to the local students, especially girls, because they do not have any other alternative except our College.

Concluding Remarks :

UN Secretary General Mr. Ban Ki-moon said, *“Education promotes equality and lifts people out of poverty. It teaches children how to become good citizens. Education is not just for a privileged few, it is for everyone. It is a fundamental human right.”* Our students who come from weak economic background and socially marginalized sections of society experience the truth of this statement at N.B. Mehta. Education is the only key to their economic progress and social upliftment. Students can choose from a range of subjects, which help them gain employment. There are numerous industries around Bordi. They require able workforce. They look upon our College as a source of getting it.

Our initially shy students soon develop confidence and self-awareness. They are well-behaved, sufficiently focused and we have almost no problems related to students' discipline. They are talented but owing to the remoteness of the place, they are unable to participate in state level or national level competitions. We have not been able to institute the Alumni Association formally because past-students are preoccupied earning a living. We are sincerely engaged in upgrading ourselves quality wise that is reflected in the subsequent NAAC reports.

The rich heritage of the College, infrastructure, range of programs and subjects taught, amenities provided, scholarships, pay by installment concession, excellent results, a peaceful environment of academics and discipline, highly qualified and caring teaching staff, numerous activities for self-development are the major reasons for students' preference to our College.

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NAAC