YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution   Smt. P. N. Doshi Women's College

- Name of the Head of the institution   Dr. Asha Menon

- Designation   Principal

- Does the institution function from its own   Yes
  campus?

- Phone no./Alternate phone no.   02225123484

- Mobile No: 02225135439

- Registered e-mail   principalspndoshi@gmail.com

- Alternate e-mail   iqacspndoshi@gmail.com

- Address   Cama Lane, Ghatkopar West

- City/Town   Mumbai

- State/UT   Maharashtra

- Pin Code   400070

2.Institutional status

- Type of Institution   Women

- Location   Urban

- Financial Status   UGC 2f and 12(B)

- Name of the Affiliating University — **Shreemati Nathibai Damodar Thackersay Women's University**

- Name of the IQAC Coordinator — **Mr. Raju Chauhan**

- Phone No. — **02225135439**

- Alternate phone No. — **02225123484**

- Mobile — **8108696191**

- IQAC e-mail address — **iqacspndoshi@gmail.com**

- Alternate e-mail address — **principalspndoshi@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year) — https://www.spndoshicollege.com/pdf/AQAR_final_2020-21.pdf

4.Whether Academic Calendar prepared during the year? — **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: — https://www.spndoshicollege.com/pdf/AcademicCalender2021-2022.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A**	**85.50**	**2003**	**21/03/2003**	**20/03/2008**
Cycle 2	**A**	**3.02**	**2010**	**28/03/2010**	**27/03/2015**
Cycle 3	**A**	**3.02**	**2016**	**29/03/2016**	**28/03/2023**

6.Date of Establishment of IQAC — **01/09/2004**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
0	**0**	**0**	**0**	**0**

8.Whether composition of IQAC as per latest NAAC guidelines — **Yes**

- Upload latest notification of formation of IQAC — View File

9. No. of IQAC meetings held during the year   05

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   Yes

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

10. Whether IQAC received funding from any of the funding agency to support its activities during the year?   No

- If yes, mention the amount

11. Significant contributions made by IQAC during the current year (maximum five bullets)

Contributions made by IQAC: i. Conducted Energy Audit, Green Audit and Environment Audit. ii. Installation of Solar Panels and Water Harvesting System. iii. Organized college-level and national-level webinars and workshops for Teaching and Non-Teaching Staff with a focus on 'Paperless Office and Green Campus Initiatives' and 'Office Automation'. iv. Collaborated to organize a series of webinars on various topics keeping in mind the fragility of time - a. Indian Feminism through the Ages b. Teacher Training in Mental Health Literacy c. Vision NEP-2020-Outlining the Horizon for Equity and Inclusive Education d. Mapping POs, PSOs, and COs & Measuring Achievement Levels of POs, PSOs, and Cos e. Cyber Sakhi & Digital Marketing Future and Career in 2022 v. Organized FDP on "Teaching-Learning Digital Skills in 21st Century" from 26th July to 01st August, 2022 in collaboration with Guru Angad Dev Teaching Learning Centre, S.G.T.B. Khalsa College, the University of Delhi under PMMMNMTT.

12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
1. Enhancing infrastructure – a. Setting up of New Studio recording Class Room. b. Setting up of New Human Development Lab. c. Renovation of Chemistry Lab.	The college has 4 studio recording classrooms, one new Human Development laboratory has been setup and the Chemistry laboratory has been renovated.
2. Creating a paperless office roadmap and launching it.	The college office is working towards full automation for which various workshops were conducted and a new DMS software was installed.
3. To start new programs MA-Hindi, PG-Human Development and 2nd Batch of BCA.	The college has started new programmes - MA in Hindi and PG in Human Development (ECE). The college has also started the 2nd Batch of the BCA programme due to high demand.
4. Installing additional modules in Teachers' MIS.	All the modules of Teachers' MIS are ready and functional.
5. Improvising Administrative office MIS.	New modules as per the requirement were developed.
6. Sensitizing the stakeholders towards issues related to women.	Various webinars were organized. A Series of Webinars under the theme 'Indian Feminism through the Ages', Importance of COVID Vaccination were organized.
7. Making the campus Wi-Fi enabled.	The college campus is fully wi-fi enabled.
8. Continued Student-Teacher Exchange Programme.	Two MoUs with colleges from different states have been signed for Student-Teacher Exchange Programme.
9. Digital marketing to enhance the institution's image and admissions	The college has tied-up with a Digital Marketer to improve its digital presence which has not only boosted the image and visibility of the college but improved our admissions as well.
10. Finalizing Research Policy,	The research Policy, IT Policy,

IT Policy, Quality Policy and Placement & Progression Policy,	Quality Policy and Student Mentoring Policy and the Placement & Progression Policy has been finalized.
11. Mapping Programme Outcomes, Programme Specific Outcomes, and Course Outcomes	Mapped Programme Outcomes, Programme Specific Outcomes, and Course Outcomes
12. To conduct Gender Audit, Energy Audit, Green Audit, and Rainwater Harvesting.	The college has conducted Energy Audit, Green Audit, Environment Audit, and Gender Audit. The college has started Rainwater Harvesting and Solar panels have been installed in the college.

13. Whether the AQAR was placed before statutory body?   Yes

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	23/11/2022

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Designation	Principal
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14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	01/02/2022

15.Multidisciplinary / interdisciplinary

Though, as an affiliated institution, we are waiting for directions from SNDTW University for the implementation of NEP, some of the initiatives which are already in practice will be restructured as per the need.

Our college has earmarked a few multidisciplinary/interdisciplinary short-term vocational/professional courses for the students which include research methods and translation from English to Hindi. Additionally, create a credit structure that ensures, each

student completes at least one vocational/professional course prior to graduation.

Good Practice: Student research competitions organised by departments are open to all faculties to promote an interdisciplinary approach. For example, Home Science students can present paper on "Digital Marketing". Similarly, if the topic is "the effects of nutrition", students other than FSN department can also participate.

16.Academic bank of credits (ABC):

Majority of our students have completed the registration process on the ABC portal. As per university rules, a student can take break in her degree programme and resume the same afterwards. With the advent of NEP, efforts will be taken to streamline it. Teachers are trained and encouraged to use innovative educational techniques. For example, our English teacher shared 19 videos on YouTube.

17.Skill development:

To provide our students with opportunities in the job market and self-employment training, we collaborate with NSDC to offer vocational courses. Our institution has designed and offered 2/4 credit vocational courses to students to ensure vocational training is done before graduation. For example, add on courses in Python, Tally, Animation and Editing.

Good Practice: We have been collaborating with corporates to provide employability skills and soft skills training to overcome gaps and make the students job-ready. Training also includes orienting the parents toward job requirements.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Our institution offers degree-level courses in Gujarati, Marathi, and Hindi. Despite Gujarati and English being the two official languages of instruction, students are free to answer the tests in any above languages they are comfortable with. We are planning to start a short-term course in Sanskrit.

The competitions/activities/events/festivals are celebrated in a traditional manner which enhances the cultural ethos and unity. Yoga training is given and International Yoga day is celebrated every year.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):	

POs, SPOs, and COs have been framed. Our institute supports the students to achieve POs by offering bridge and remedial programs. Pos' achievement is systematically assessed to achieve learning outcomes. We plan to focus on outcome-based learning by introducing more skill-based courses.

20.Distance education/online education:

The institute is attempting to introduce blended learning by developing the necessary infrastructure and training faculty on the usage of ICT. The Human Development Department is developing online courses on "Natural Learning Awareness" keeping NEP needs in mind.

As a best practice, faculty and students are urged to enrol for online courses offered by SWAYAM, Coursera and MOOC platforms. This has helped students to learn courses of their choice and improve knowledge and skills. We also have students taking online courses offered by foreign institutions.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**434**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**2535**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**307**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**787**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**60**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**60**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**27**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**16096806**
4.3 Total number of computers on campus for academic purposes	**155**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Program Outcomes, Program Specific Outcomes and Course Outcomes, which are uploaded on the college website helped the teachers to ensure efficient curriculum delivery. The detailed study / teaching plans prepared by teachers were shared with the students in the class at the beginning of the year. Institutional Academic Calendar is prepared taking into consideration Academic terms, holidays and examination schedules provided by the university at the commencement of the academic year. The academic calendar is revised if there are any changes prescribed by the university during the course of the academic year. Record of lectures taken and methods used by teachers was uploaded in college MIS, which was routinely checked by head of the departments and approved by Vice Principals. Regular faculty and departmental meetings were held to assess and monitor the implementation of academic plan and course delivery. Internal adjustments were made to accommodate the teacher's participation in refresher/orientation/FDP program or unforeseen circumstances. Temporary appointments are made in case of long leaves. In the academic year 2021-2022, due to the pandemic Covid19 mentioned above plans were changed to meet the requirements of the crucial time. Online zoom meetings were taken till December 2021 after which offline meetings resumed.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

At the beginning of year an academic calendar was prepared based on the University's calendar including schedule of examinations, curricular, extracurricular, and co-curricular activities. It was updated and revised to incorporate any University suggested modifications. Internal evaluations were carried out in line with the University guidelines. The timetable prepared by the examination committee was published to the stakeholders and conducted as per the schedule. Students' Continuous Internal Assessment (CIE) includes Internal Assessment Tests (IA), assignments, quizzes, and seminars. The IA question papers were created by the course instructors using the revised Bloom's

taxonomy and an evaluation scheme that was reviewed and approved by the head of the department. Laboratory courses, project work, seminars, and internships were all assessed and evaluated regularly. The conduct of laboratory experiments and the reporting of viva records was an important part of the laboratory curriculum evaluation. Internal testing was done at the end of the semester, following the laboratory's criteria. Practical courses have continuous evaluation and the final assessment is done at the end of the semester. The principal meets with the Vice Principals, Coordinators & Head of Departments regularly to examine the progress made by departments and make appropriate recommendations.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

03

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

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

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

13

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

904

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

904

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

1.3 - Curriculum Enrichment

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

Foundation courses as components of the curriculum create

awareness and provide insights into gender, environment and sustainability, human values and professional ethics, development of creativity and divergent competencies. Women's Studies and Women in Changing India create awareness and provide insights into gender equality, gender sensitization and Rights and Laws for protection of Women. History as Heritage deals with human and cultural values, helps students value the diversity in Indian heritage and culture and appreciate the culture around us. Current Concerns and Current Social Issues and Problems include topics related to social issues and problems and disparities that exist in society. Personality Development makes the students aware of the importance of morals, ethics and values in the development of the individual. Environmental studies orient the students to understand the role and responsibilities of human beings in nurturing the planet. The College tries to incorporate Human Values, Moral Values, Business ethics, and Sustainability through Internships, Field Visits, Guest Lectures, and Seminars. This experiential learning inculcates core universal values like truth and righteousness. The values added courses offered by the college and co-curricular activities also contribute to sensitizing students to relevant cross-cutting issues.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

09

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

356

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

1.4 - Feedback System

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

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.spndoshicollege.com/pdf/FeedbackAnalysis.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1140

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

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

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

307

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

Institution addresses the diverse academic needs of students by assessing the performance of students in class on various indicators like language competence, study skills, engagement and self-efficacy levels; through grades in the exams and assignments, overall participation in class, curricular and extracurricular activities. The following measures were taken to help academically poor students:

- Remedial lectures, mentoring and peer learning
- Providing simplified notes and additional study material and practice tests
- Uploading Video lectures on the web for students to grasp difficult concepts.
- Counseling support

The following measures were taken to help academically proficient students:

- Special budget was allocated for fostering excellence in curricular and extracurricular activities
- Students were encouraged to enroll and complete various online courses in addition to their regular curriculum
- The institute provided a variety of possibilities to develop leadership and organizational skills
- Academically bright students were encouraged to be peer tutors to support academically weak students.
- Students were encouraged to participate in various inter-collegiate curricular and extra-curricular competitions including research projects like the International Economic Convention and research competitions. The college bore the expenses for the same.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	View File

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

Number of Students	Number of Teachers
2535	**60**

File Description	Documents
Any additional information	View File

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

To make the teaching learning process more student centric, teachers judiciously combine experiential, interactive and lecture methods to promote exploratory and independent learning. Industrial visits, study excursions, field trips and visits to exhibitions, seminars and workshops on relevant topics were arranged. Regular training programmes in collaboration with institutions/organisations/industries are also organized eg. Training programme by Commerce department in collaboration with Bombay Stock Exchange and workshop on IOT by Department of Bachelor in Computer Application. Peer tutoring, mentoring and Students Exchange Programme enhances the learning experiences. The college organizes various student led research paper competitions annually (for example Urjita, Trishool, Jigyasa) to enhance learning through problem solving. Students are also motivated to participate in various research competitions such as International Economic Convention, Avishkar, etc. With Department clubs like Infomaniac, Psynergy, Samachar Pe Vichar, Cinepedia, etc. students develop a keen interest in the subject and learn to think out of the box. Students from various faculties are actively involved in creating and running handles on various social media platforms like YouTube, Instagram and Facebook. College encourages students to enroll for online courses offered by various MOOC platforms.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

Few classrooms and laboratories at the institution were equipped as smart recording classrooms to make them ICT-enabled and to assimilate modern teaching tools into its day-to-day functioning. LCD televisions, smart boards, projectors, and required software programs were installed and the high-speed WiFi connection was made available across the campus. The internet center in the college library helped students in projects and research work. The Multi-Media Laboratory facility and Smart Studio Classrooms were used to create and upload video lectures on suitable platforms for students to use as additional learning resources. In the first semester of the academic year 2021-22, the faculty members used various Learning Management platforms like Google Classroom and Microsoft Teams to connect and interact with student groups. Students from several departments organized various online activities, lecture-series, workshops, webinars and festivals / competitions to celebrate certain important days like birth anniversaries of national leaders etc. Final Year students relied on online resources to complete their dissertation/ research project under the guidance of their respective guides. Peer tutoring was also conducted in online mode for the duration of the pandemic. Even after the classes resumed in the offline mode the college integrated online teaching methodologies in regular teaching.

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

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

2.3.3.1 - Number of mentors

60

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

60

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

25

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

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

2.4.3.1 - Total experience of full-time teachers

13

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

2.5 - Evaluation Process and Reforms

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

The Examination System of the college meticulously follows the examination related norms and guidelines set by the affiliating university. Rules / process regarding internal evaluation were informed to the students during their orientation program as well as through the academic calendar in the beginning of the academic year. The students were explained about the marking scheme of different courses in the class by the teachers. The internal assessment marks are entered on the web portal of the university within a time limit. For a transparent and robust assessment, the following steps are worked through:

- Constituting the Examination Committee
- Preparing Time Table for internal assessment
- Question paper setting. (Multiple Sets)
- Conduct of examination systematically, where a centralized seating arrangement is followed
- Timely evaluation of the Internal Examination
- Updating, finalization of marks and communication of finalized results

Students' doubts regarding the assessment and marks allocation are attended to from time to time. The internal assessment answer papers are shown and score is discussed with the students as well as their parents during the open house. The Examination Committee looks into the problems related to the conduction of the examination process.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

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

The Examination Committee handled grievances related to the conduction of the examination process. As the exam was conducted in online mode, all such representations were received through various online platforms such as WhatsApp, SMS, etc. All the grievances related to internal examination were scrutinized by the examination committee and recommendations or decisions were conveyed to the concerned students in a timely manner. Re-examinations for internal assessments were conducted for those students who were absent in the internal examination due to genuine reasons. The internal assessment answer papers are shown and score was discussed with the students as well as their parents at the open house. The error, if any, in the marks is corrected and the internal mark sheet is updated and finalized. Personal guidance is given to students with poor academic performance.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The teachers were trained hands on through workshop to frame Program Outcomes (POs) and Course Outcomes (COs) for their program and courses to align with curriculum specifics and objectives given by the university. The outcomes were ratified by the IQAC and uploaded on the college website for the perusal of the teachers and students. Hard copies are available across departments for immediate reference for teachers and students. The teachers framed the POs, PSOs, and COs considering the syllabus and the vision and mission of the college. In the beginning of each semester, while familiarizing the students with the syllabus, the learning outcomes were discussed.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.spndoshicollege.com/pdf/Compiled_Outcomes.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

Program outcomes and program-specific outcomes are assessed through direct and indirect methods with the help of curriculum outcomes of relevant courses. Direct techniques are applied for examining or observing student knowledge or abilities about measurable course outcomes. All courses and activities are taught to achieve program outcomes as well as program-specific outcomes. The results of internal-external examinations, presentations, and assignments, as well as overall development activities, are utilized to determine knowledge and abilities. The CO is computed based on the results of academic exams. At the college level, the achievement level is determined and communicated to the IQAC through the examination committee. The weights are set as follows to compute each CO's attainment level:

Weight Benchmark 1 Number of students securing below 35% 2 Number of students securing equal to 35% and below to 45% 3 Number of students securing equal to 45% and below to 60% 4 Number of students securing equal to 60% and below to 70% 5 Number of students securing 70% and above CO is mapped to PO and PSO based on the average accomplishment of each course's CO.

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

2.6.3 - Pass percentage of Students during the year

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

477

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

2.7 - Student Satisfaction Survey

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

https://www.spndoshicollege.com/pdf/SSS-Analysis.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	*View File*
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

11

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	*View File*
List of workshops/seminars during last 5 years (Data Template)	*View File*

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

10

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

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

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

06

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

In alignment with our vision to empower students to be responsible citizens and actively contribute in creating a health society and Nation, a number of activities are organized annually. Initiatives mentioned below were conducted under the umbrella of NSS, NCC and Rotaract club. To encourage Health Promotion three 'COVID-19 Vaccination Drives' (651 beneficiaries), lectures on awareness regarding STDs and Tobacco Addiction Prevention, Annual Health week including talks and check-ups, International Yoga Day on theme 'Yoga for Humanity' (400 beneficiaries) were organised. Students volunteered in Project Thalassemia. To promote Nationalistic values, Environmental Causes, Consumer Awareness, social causes, and gender equity talks on Indian constitution and Right to information , 'Swami Vivekananda: An Inspiration for Twenty First Century, 'Consumer Rights' on the occasion of Consumer Rights' were arranged. Shivswarajyabhishek Diwas celebrated by showcasing Shivaji Maharaj's personality. An online activity 'Capture Your Cleanliness Moment' activity was conducted. A food kit distribution drive for socially disadvantaged students (171) was done. Students participated in a rally to create awareness on Women's Safety organized by Ghatkopar Police Station. In the process, Students are encouraged to observe challenges and difficulties and find solutions, establish relationships and collaborations with organisations and non-governmental organisations (NGOs).

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

03

File Description	Documents
Any additional information	[View File](#)
Number of awards for extension activities in last 5 year(Data Template)	[View File](#)
e-copy of the award letters	**No File Uploaded**

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

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

30

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/

NCC/ Red Cross/ YRC etc., during the year

354

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

09

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

06

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college campus is equipped with twenty seven well-ventilated and well-lit classrooms with availability of smart boards, white boards and net connectivity and seventeen well designed laboratories spread in two wings of college building. We have studio classrooms and multimedia laboratory with latest technology arrangements like MacOS /windows system and N computing connectivity. These laboratories are used for conducting lectures in hybrid mode and also for recording lectures. The institute has two seminar rooms, one conference hall, Research Cell, Store Rooms, Record Room and Examination Room. In the year 21-22, Human Development Laboratory was set up designed by Resource Management Department. Subscription to Microsoft Team, a LMS System, and Zoom platform was continued as per requirement. A master time table is prepared keeping in mind the requirements of all the sections toinfrastructural facilities are utilized optimally. The library has a rich collection of reference books and reference sources. Further, Library subscribes to e-resources and has an internet centre for students, which facilitates them to browse educational resources free of cost. The college works in staggered timings to accommodate the offered courses. Our Certificate, Diploma, and Add-On Courses are conducted after college hours.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

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

The institution believes in the all-around development of all students. The college provides essential amenities to promote participation of students in extra-curricular and co-curricular activities like sports, literary and cultural activities. The college has a sports room with facilities for indoor games. The open area on the ground floor (6300 sq.ft.) is used for practicing outdoor games and weekly NCC parade. The Management run school which is a few blocks away has a terrace turf (5000 sq.ft.) on its

premises; college students use it for athletic practices. Qualified coaches are appointed for specific types of sports to train students and prepare them for tournaments. The multipurpose room and the open area of the campus and well-equipped auditorium are utilized for the practice and dress rehearsals. The necessary sound system and some basic musical instruments are available in the institution. There is a pre-booking system for the multipurpose room and auditorium to ensure optimum and smooth utilization. The college arranges required infrastructure facilities and equipment as per the need of a particular event. Suitable trainers are appointed to train the students for intercollegiate cultural competitions. The usage is high during the practice sessions for the bove mentioned programmes.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

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

18

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

18

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

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

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

```
214515
```

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The college library is fully automated with a barcode system. The library software SpndLMS is designed by a local software developer best suited to the functioning of our library. SpndLMS is upgraded with new features as per the need of time. Different modules in the library software are

- **Data entry module**
- **Serial Control module**
- **Circulation module**
- **Book Bank module**
- **Stock take module**
- **Withdrawal module**
- **Search module (OPAC)**
- **Statistics module**
- **Reports module**

In the year 2021-2022, the server pc is updated with i5 intel core configuration system with windows 11 operating system and the library software is made compatible with advanced features.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-	**A. Any 4 or more of the above**

books Databases Remote access toe-resources

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

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

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

293881

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

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

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

65

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

4.3 - IT Infrastructure

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

In the year 2021-2022, 30 computers in Computer Laboratory 1 are replaced with new machines having 512 SSD/8GB RAM/I3motherboard/64BIT with windows 10 operating system

configuration. Computers in Computer Laboratory 2 are upgraded with 256 SSD and 8GB RAM and computers in Computer Laboratory 4 are upgraded with 512 SSD and 16GB RAM. Servers in Computer Laboratory 3 are upgraded with 32GB-ITB SSD. The licenses of software are renewed as per the schedule. Document Management System and Online inward / outward system are installed recently. All administrative offices and libraries are computerized with standard software. Principals, Vice Principal's cabins, and staff rooms have an adequate number of computer terminals with internet facility, printers, and all are connected through LAN. In the year 2021-2022, 17 laptops were given department-wise. A GoPro Camera and Google pixel mobile is added to multimedia laboratory. The college has 32 CCTV Surveillance cameras and UPS facilities for backups. The college campus is enabled with 100MBPS Bandwidth wi-fi to provide an IT-enabled teaching-learning environment. Out of a total of twenty-nine classrooms, four are studio recording classrooms and the remaining has access to laptops and projectors, either fixed or portable. Laboratories have Display Sharing systems, printers, and scanners.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

155

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

`23,49,116`

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

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.

The college works in staggered timings to accommodate the offered courses. A master timetable is prepared for the utilisation of classrooms. Auditorium/Conference Halls, Seminar rooms and Audio Visual Aids are booked in advance. A campus manager and maintenance manager have been appointed for regular maintenance work. The repair work/problem is brought to the notice of the maintenance department verbally or through a diary system. The services of a carpenter, plumber and electrician are available for repair work as and when required. Major electrical works are given to a qualified contractor only. A professional IT person is appointed to look after the smooth functioning of day-to-day ICT facilities. Electronic devices and other equipments like Water coolers, Air conditioners and CCTV cameras, etc. are covered under an annual maintenance contract. A class-wise schedule of cleanliness is in place. Pest control is done at regular intervals. The laboratories and library have proper ventilation and sunlight. Fire Extinguishers are kept on all floors including laboratories and the library. The beginning of the academic year, all the equipment in each laboratory are checked and a record of their working condition and maintenance is kept. There are 24 hours CCTV surveillance at strategic places.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	<u>https://www.spndoshicollege.com/pdf/MaintenancePolicy.pdf</u>

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

100

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<u>View File</u>
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

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

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

660

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

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

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

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

40

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

40

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student	A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

75

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

18

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

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

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

08

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

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

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The institution believes in giving equal opportunities to students by allowing them to share their expertise and skills in organizing various college-level activities. With the said purpose in mind, the college ensures representation of students in various academic and administrative bodies. The institution supports the students in organizing and coordinating various activities throughout the year. The student led seminars and academic clubs like Infomania, Synergy, Hindi Sahitya Sabha, Cinepedia, Vichardhara are activities by the students, of the students and for the students. They are also a part of planning and management of a variety of events like the college foundation day celebration, annual day celebrations, NCC and NSS activities. Their involvement in such activities boosts their confidence and helps them develop their leadership skills. The students' representations are in the following committees: ? Internal Quality Assurance Cell ? Anti-Ragging Cell ? Prevention of Sexual Harassment Cell ? Grievance Redressal Cell ? Student's Council ? Women's Development Cell ? College Development Committee ? Research and Development Cell – Special Invitee

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

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

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

08

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

5.4 - Alumni Engagement

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

'SAANIDHYA-SPND ALUMNI ASSOCIATION' is registered Association, bearing registration number: 994/2019. The association provides a platform to alumni for expressing their suggestions/feedback/ guidance and explore ways in which Alumni Association members can help the institution. It also recognizes achievers among alumni and reward them. The alumni supports the institution in the academic area by giving guest lectures and mentoring the juniors. They help us with conducting career guidance sessions and getting internships and placements through their recommendations. They share their expertise with the present students by becoming a part of college-level, extracurricular, and co-curricular activities. Alumni are also invited as guest speakers at various academic forums. The alumni are part of important committees like IQAC and CDC. They give inputs for updating the curriculum on the basis of changing industry expectations. Financial contribution received from Alumni in 2021-22 is Rs. 1,11,000, which is used as financial help to the needy students. 1. Psychology Department : a. Ms. Savita Goswami - Rs 50,000 b. Ms. Jonaki Dutia - Rs 11,000 c. Ms. Heena Goswami - Rs 4,000 2. BAMM Department a. Ms. Sneha Singh - Rs. 40,000 b. Ms. Suchita Raje - Rs.5,000 c. Ms. Hiral Makani - Rs.1,000

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

VISION To be recognized as a centre of excellence for women's education that empowers them to become self-reliant and responsible citizens who would contribute to build a healthy society MISSION To provide quality multidisciplinary skill based higher education and to strengthen scientific outlook among students. To subscribe to a student-centric approach enabling them for global competencies. To cater to the diverse needs of students through the inclusive approach and drive holistic development by creating a conducive ecosystem. The institution follows democratic and participatory mode of governance. Representation of all the stakeholders in governing bodies endorses the same. In the year 2020-2021, SWOC analysis was carried out by involving Management, teaching/ non-teaching staff and students. This contributed in redefining vision, mission and objectives of the institution, which was approved in IQAC and CDC in the year 2021-2022. Based on the same the perspective plan stating specific growth goals with action plan was prepared. With the help of administrative and support staff, the Principal and faculty members execute different curricular, co-curricular and extra-curricular activities. Students' representation in statutory committees and Students Council leads to capacity building, which is a step forward to implement vision in action.

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

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

The Governance is decentralized in the form of horizontal system of management where control and delegation of power and responsibilities is practiced for better management. It is shown in organogram uploaded under 6.2.2. Various Statutory and Non-Statutory Committees constituting administrative heads and student nominees ensure objectivity and transparency in the functioning and in decision-making. The implementation of the decisions is done by the Principal, Registrar, and heads of all the academic programmes on different levels. At Strategic level, committees define policies and frame SOPs for smooth functioning. At Functional level, the policy guidelines are shared with all the stakeholders; however, the necessary information is shared with the students whenever required. The institution maintains an open-door policy where the stakeholders are given an opportunity to put up their concerns that helps in building strong relationships. At Operational level, Students/alumni, administrative and support staff takes part in the execution of different activities and programs. Promotion of the institution through Digital marketing and Development of Studio classroom are the illustrations of the same. The Participative Management System has paved the way not just for decentralization but also for the active involvement of staff and stakeholders.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The deployment of Perspective Plan is exemplified below based on long term and short term goals achieved through various strategies. Goal- To enhance learning through increased use of ICT and new technology Strategies planned

- Blended learning opportunities
- Teachers' training for using various e-learning platforms
- Develop effective e-learning approaches for the students
- Develop an e-content bank
- Create a collection of E-books in the library
- Encourage students and faculty to join SWAYAM / MOOC/ COURSERA courses

Goal Achieved To motivate teachers towards blended learning, they have been trained to use Google Classroom, Zoom and studio recording classrooms. FDP on Teaching learning Digital skills in 21st Century was conducted in collaboration with GAD TLC under PMMMNMTT in July – August 2022. Teaching and assessments have been conducted online. Every faculty prepared subject-wise notes / PPTs/ Videos to facilitate the same. Online Add-on courses were also conducted to supplement the curricular needs. Microsoft teams, and Zoom were subscribed, also Google classroom assisted the faculty in conducting lectures on day-to-day basis as well as organizing co-curricular activities. Subscription to online educational resources i.e., N-List provided access to e-content for all. Few students and faculty completed online courses successfully.

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

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

The institution is managed by the SPRJK Trust. The apex governing body CDC along with IQAC plays a key role in overall development and functioning of college. Based on their recommendations major financial and infrastructure-related decisions are taken by the management in consultation with the Director and Principal. The organizational set up is given in the organogram. The principal is in-charge of academic and administrative functions, which are shared with IQAC, Vice Principals / Coordinators/ HODs, Registrar, and Librarian. The registrar looks after financial and administrative matters and also acts as a link between the college and the office of Joint Director of Education. Statutory and college level committees are constituted and function as per the guidelines given by competent authorities. These committees have representation of teachers, administrative staff and students from all faculties. SOPs are in place for smooth functioning of committees. Institutional policies are defined in the policy booklet, which are amended as per the need of the time. The Institution strictly follows the UGC norms and guidelines for appointments, promotion, and service rules of teachers and

librarian. The State Government SS Code is followed for the appointments and Promotions of the non-teaching staff.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	https://www.spndoshicollege.com/pdf/organo gram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

To encourage the staff to pursue higher education/skills to enhance their performance the institution takes effective measures for their professional development and welfare Teaching Staff-

- **Annual research fund up to Rs.4,00,000 for participating in international conferences / seminars/ workshops/ major / minor projects**
- **Special Full Pay Doctoral Research Leave up to 15 days in a tenure of service**
- **Incentives for successfully completing SLET/NET/Ph.D., Special Research Leave, EPF, and Maternity leave for 6 months for unaided teaching staff.**

Non-Teaching Staff

- Interest-free educational loans/fee concessions to children of class IV employees studying in our institution.
- Premium of medical insurance policy, paid by the management, sum assured Rs. 50,000/ per person
- Financial aid during hospitalization/major illness for staff and family members (if needed).
- In case of delay in receipt of salary grant, salary given in advance by management.
- Facilitates membership of cooperative credit society and obtaining bank loans.
- One day/overnight tours at concessional rates.
- Monetary incentives during festival.

Other welfare measures

- Psychological first aid and counseling through 'Sanchetana', guidance and counseling center to staff
- Special programs for the physical and psychological health of the staff (Life skills development/ Yoga/ Meditation/ Spiritual wellbeing/Health checkups)

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

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

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

02

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

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

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

07

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

17

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	[View File](#)
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

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

The institution has its annual performance appraisal system for teaching and non-teaching staff in place. Teaching Staff- The annual appraisal includes self-evaluation by the teachers on various criteria such as-Academic activities (Teaching-learning evaluation), Any additional qualification attained, Activities related to Professional development, Curricular and Co-curricular and Extra-curricular activities, Contribution to committee work. The above self-assessment form is reviewed by the HOD, Vice Principal, and Principal. The faculty is also evaluated by the students on certain attributes. Based on the self-assessment and the assessment by the student, personalized feedback is given by the Principal emphasizing the scope for future improvement. Besides this, teachers are evaluated for CAS on a five point rating scale by the reporting officer and the reviewing officer. Non-Teaching Staff - As per the guidelines of the Govt. of Maharashtra, the annual performance appraisal system includes Part B (1)- General information, academicbackground Part B (3)- Specific goals achieved, if any; Any specific contribution Part B (4)-Estimate of general ability and character reviewed by the Reporting officer. The above-mentioned self-assessment form is reviewed by the Principal. Besides these institution conducts Academic and Administrative Audit annually.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.4 - Financial Management and Resource Mobilization

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

Financial support provided by the government agencies are audited by the respective Government Departments. Transparency and accountability are ensured by conducting an annual internal audit of the statement of accounts. Half yearly Internal Audits are conducted by an Internal Auditor appointed by the management. The Audit report along with Balance Sheet is handed over to the Principal and Management is forwarded to Joint Director of Education. Queries are resolved on a timely basis. Suggestions given by the auditor are implemented. NSS and scholarship funds are audited by the concerned authorities. The Institution has audited its financial accounts which include the detailed income and expenditure of the Institution till the assessment year 2021-2022. The beneficiaries of the Institutions have access to the audit report which is prepared, presented, and certified by the auditor.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

229643

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

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

The funds from various government, non-government organizations and philanthropists are mobilized. The Management and the Principal coordinate and monitor the ethical and optimal utilization of the income generated and the equipment received in a transparent manner. The Management takes extra efforts to get donations from international organizations and/or individuals for enhancement and maintenance of the infrastructure. Salary grant received from the Government is duly used for payment of the teaching and non-teaching faculty for which it is sanctioned. Funds received through fees are allocated to various sections according to the needs namely infrastructure maintenance and upgradation, salaries (unaided sections) etc. The surplus funds are invested wisely by the trust to obtain maximum returns. The financial resources are judiciously budgeted and utilized for academic, administrative purposes and quality enhancement of the college. The college identifies potential sources of fund and actively solicits pledges. Follow up on these pledges to obtain the funds are done. Efforts are made to attract private grants and CSR funds. The institution ensures that various Government scholarships are received by the students by submitting the necessary documents in time. Transparency and accountability are ensured by conducting an annual internal audit of the statement of accounts.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

6.5 - Internal Quality Assurance System

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

Keeping in mind the Perspective Plan of the college, IQAC identified a few areas to work on, two of which are described below 1. Undertaking Sustainable Green Initiatives Creating awareness among the students about environmental issues and reduce, recycle and reuse of paper has been our regular practice. In addition

- **Green Audit was conducted**
- **Solar panels, LED lights and Energy-efficient star-rated**

appliances were installed
- Rainwater harvesting system was augmented.
- Pots of Green plants at various spots in the campus are kept
- Document Management System and scanned copies of question papers in the library instead of hard copies help to reduce use of paper.

Enhancing digital skills in teachers IQAC ensured that the teachers are conversant with digital tools for Teaching and Learning. FDP on 'Teaching-Learning Digital Skills in 21st Century' helped our teachers to improve digital skills. They were also given hand on training to use the studio recording classrooms. To enhance use of ICT, Microsoft teams and Zoom were subscribed. Use of Google classroom was also encouraged. The college campus is enabled with strong wi-fi connectivity to provide an IT-enabled teaching-learning environment. Document Management System enables the teachers to keep all their records of teaching and activities online.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC supervises and assesses the teaching-learning process regularly in the following ways:

- Departmental Meetings: Faculty prepare lesson plans for all the subjects semester-wise. Planning of guest lectures/industrial visits, and internships are also mentioned in the same. Faculty updates daily lecture details and submits them with the topics covered on MIS/White Book. It is reviewed periodically in the Departmental Meetings.
- Fortnightly Meetings of faculty heads with Principal and Monthly Departmental Meetings: Important issues /problems on attendance, completion of syllabus, internal exams, results and other issues discussed and measures recommended
- Evaluation of Teaching-Learning Process: Through the College feedback mechanism teachers' performance is evaluated and appropriate corrective measures are taken when needed.

- **Academic Audit:** Regular Annual Internal Audit and Bi-annual Audit by external experts help us to review the teaching learning process, pedagogy employed and assessment of performance of both staff and students.
- **Review of learning outcomes:** We analyze the attainment of POs, SPOS and Cos through the students' results in the internal as well as semester end examinations. If a student's performance is unsatisfactory, necessary steps are taken to identify the cause and strategies toward improvement. The academically strong students are clubbed together and provided extra resources to excel. (Refer 2.2.1)

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year
Women empowerment is the essence of our institution & the managing trust which is reflected in the vision and mission statements of our college. A wide variety ofacademic programs offered by us ensure that girl students choosing to study in the institution are exposed to a variety of contemporary career options. The syllabi of the various under-graduate and post-graduate programs offered in the institution includes papers like Women's Studies and Current Concerns under which varied along with gender equity-related activities like inviting eminent women speakers, arranging workshops focused on Personality Development, Life Skills, Self-Defense, Health, Nutrition & Well-being, etc. It is the backdrop against which all our curricular, co-curricular and extra-curricular activities are planned and executed. All the departments organize workshops, seminars and talks on gender sensitization, gender issues, legal aspects related to women, female feticide, domestic violence, women empowerment, premarital counseling, sex education, self-defense, etc. Recently a Gender Audit was conducted.

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	a. Safety and security: 24/7 CCTV coverage is available in the entire college campus and lady peons are stationed at every floor in both the wings ensuring vigilance & security for the students and staff. The security staff present at the college gate ensure entry of authorized individuals only after verifying their identities. b. Counseling: A full-time female counselor is present in our Counseling Cell Sanchetna, which is managed by the Department of Psychology. Students are made aware of this facility in the Orientation program at the beginning of the academic year. During the annual 'Mental Health week' interactive sessions and lectures by various experts and field practitioners are organized. c. Common Rooms: Students' Common Room is available for students on the ground floor of the college building in the area adjacent to the college canteen.

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	**No File Uploaded**
Any other relevant information	View File

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

Following are the initiatives taken towards the waste management

of solid waste and E-waste. Solid Waste Management

- We rigorously ensure waste segregation by installing Dry and Wet Waste bins in the College. Both these wastes are collected by the Local BMC workers on a daily basis.
- Students are routinely educated about segregation of Dry and Wet waste
- The college has signed an MoU with Stree Mukti Sanghatana for management of paper waste and e-waste generated in the college premises

E-Waste Management

- Electronic goods are put to optimum use, minor repairs are done by technical assistant whereas the major repairs are done by the hardware engineers and are reused. After the estimated useful life of the asset/computers, it is disposed off through the waste management system instituted through the Stree Mukti Sanghatana after making necessary entries in the Dead Stock Register.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants	B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment	B. Any 3 of the above

5. Provision for enquiry and information :
Human assistance, reader, scribe, soft copies
of reading material, screen   reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Though we are a linguistic minority managed institution admissions to all courses is given to students irrespective of region, religion, caste, linguistic, communal and socio-economic diversity. Financial, medical and nutritional support is extended to needy and/or meritorious students conscientiously based only on their requirement regardless of their backgrounds. The institution has been taking several efforts and initiatives in providing an inclusive and harmonious environment in all aspects of institutional functioning. Sensitizationof students is done through curricular and extra-curricular activities which teaches them to be tolerant and thus leading to harmony. Regular events are organized to celebrate the rich cultural diversity of our nation. Also, seminars and workshops are conducted to create awareness regarding unity in diversity. The NSS and NCC Units of the college organize various events themed around social issues. Our DSR and ISR go a long way in making our students responsible citizens as envisaged in our vision statement. These initiatives have helped students to be sensitized towards social issues and also to share with less privileged. They also learn to understand and respects others' viewpoints / feelings, develop a sense of gratitude and the Joy of giving back to the society.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

Our vision emphasises on women's education that empowers them to become responsible citizens who would contribute to build healthy society. Keeping this in perspective, efforts are taken to sensitize students and employees towards constitutional obligations through varied channels. Organizing programs on the occasions like Independence Day, Republic Day, Maharashtra Day, Constitution Day, International Women's Day, Teacher's Day and birth and death anniversaries of eminent social reformers like Savitribai Jyotirao Phule, Maharshi Karve, Dr. Babasaheb Ambedkar, Mahatma Gandhi, Swami Vivekanada reinforces in both staff and students a sense of national pride along with a responsibility to maintain the legacy and carry it forward for the future citizens. The NSS and NCC Units organise various events themed around fostering of constitutional values and obligations. Activities undertaken under the Swachch Bharat Abhiyan, Disaster Management Camps, Leadership Camps, Rallies / street plays create awareness about environmental issues. To promote Nationalistic values, talks on Indian constitution, Right to information, Consumer Rights and women's rights are organised. In line with the Government initiatives annual blood donation camps, cleanliness drives on Mahatma Gandhi Jayanti, beach cleaning after Ganesh festival, flag collection from the roads after independence day and republic day are taken up to make them realise their civic duties.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts	C. Any 2 of the above

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

File Description	Documents
Code of ethics policy document	[View File](#)
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

Various committees organize and celebrate national and international days, events and festivals. Birth anniversaries, death anniversaries, Republic Day, Independence Day, Maharashtra Day, Women's Day, Teacher's Day, Yoga Day and other commemorative days to inculcate the spirit of national unity and integrity in its stakeholders. Anniversaries of famous personalities are celebrated to share their exemplary lives and glorious contribution to nation-building, development and progress of mankind in general. Inspiration and motivation to do good for the society, importance of cultural values and modernity is conveyed through this. The institution regularly organizes workshops, webinars, conferences, expert talks, interactive sessions, competitions, quizzes, around this theme. Days / Celebration as announced by the Government are taken up and the reports are sent to respective authorities.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

Best Practice- I 1. Title of the Practice: Enhancing Sustainable Green Initiatives 2. Objectives of the Practice:

- **To reduce energy consumption and carbon footprints**
- **To provide appropriate environmental educational programmes for staff and students and reach out to community through them**
- **To internalize and reinforce appropriate eco-friendly behaviors / habits**

Best Practice – II 1. Title of the Practice:Super Thirty Empowerment Programme (STEP) 2. Objectives of the Practice The focus of this programme is to empower selected advanced learners to redefine themselves and use their talents, passion and interest to influence their inclination and transform their lives. The objectives are as follows:

- **To further improve students' academic performance**
- **To develop self-awareness**
- **To build self-confidence, enhance self-esteem and the overall change in personality of an individual.**
- **To enhance communication skills and leadership skills**

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

One of the most important thrust areas of the institution is to support girls to pursue and complete higher education. Personal interactions with students through the mentoring system of the college enables us to understand that a sizeable number of students enrolled in our college are pursuing higher education despite numerous academic, familial and financial challenges and this may result in a high drop-out rate. The institutional authorities have addressed this need by instituting a comprehensive array of financial and scholarship schemes to ensure wide coverage of both needy and/or meritorious students under its ambit. Every effort is made to generate funds through philanthropists and donors to meet the needs of students enrolled in various courses. The students who are academically weak are helped with mentoring, peer tutoring, extra coaching and additional writing practice. The untiring efforts of the institution has benefitted a large number of needy and/or meritorious students who have taken advantage of this facility to realize their dream of successfully completing higher education and building their careers for a productive future.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	[View File](#)

7.3.2 - Plan of action for the next academic year

1. Preparation for NAAC. 2. Start a PhD Center in Commerce. 3. Preparation for implementation of NEP. 4. Augmentation of the digital library. 5. Launching NSDC Skilled based courses. 6. Collaboration with colleges for Students-Teacher Exchange Programme. 7. Develop Herbal Garden. 8. Expanding Academic & Industry collaborations.