



## YEARLY STATUS REPORT - 2020-2021

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>	
	DAUND TALUKA ARTS AND COMMERCE COLLEGE DAUND
• Name of the Head of the institution	DHEKANE JAYANTA GOPAL
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02117262435
• Mobile No:	9422567323
• Registered e-mail	principal.dtac@gmail.com
• Alternate e-mail	dhekane.jayant@gmail.com
• Address	Savarkar nagar Lingali Road Near Goal Round Daund
• City/Town	DAUND
• State/UT	MAHARASHTRA
• Pin Code	413801
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Grants-in aid				
• Name of the Affiliating University	Savitribai Phule Pune University				
• Name of the IQAC Coordinator	WAGH SUNIL VASANTRAO				
• Phone No.	02117262435				
• Alternate phone No.					
• Mobile	9423222043				
• IQAC e-mail address	iqac.dtac@gmail.com				
• Alternate e-mail address	principal.dtac@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://dtacollege.org/pdf/AQAR/DTAC%20AQAR%202019-2020.pdf">https://dtacollege.org/pdf/AQAR/DTAC%20AQAR%202019-2020.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://dtacollege.org/pdf/Academic%20Calendar/Academic%20Calendar%202020-2021.pdf">https://dtacollege.org/pdf/Academic%20Calendar/Academic%20Calendar%202020-2021.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C++	67.25	2004	16/09/2004	15/09/2009
<b>6.Date of Establishment of IQAC</b>			01/07/2004		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>4</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<b>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</b>		
Plan of Action	Achievements/Outcomes	
<b>Nil</b>	<b>Nil</b>	
<b>13.Whether the AQAR was placed before statutory body?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>		
Name	Date of meeting(s)	
<b>Nil</b>	<b>Nil</b>	
<b>14.Whether institutional data submitted to AISHE</b>		
Year	Date of Submission	
<b>2020-2021</b>	<b>26/02/2022</b>	
<b>15.Multidisciplinary / interdisciplinary</b>		
<p>To develop the all-around capacity of students intellectual, social, and moral in an integrated manner. The college has followed the curriculum developed by Savitribai Phule Pune University. The aim is</p>		

to make the students equipped so that they don't need to rely on government or private jobs but, instead go towards self-employment. The college is preparing itself to have more multidisciplinary subjects to face the challenges of National Education Policy.

#### 16.Academic bank of credits (ABC):

Regarding the academic bank of credits, the college academic council gives permission. The examination department has been informed to take the initiative to encourage the students to create ABC.

#### 17.Skill development:

The vision of the college is to promote value-based quality education. the college makes efforts to include various curricula to inculcate job-oriented, interpersonal, and developmental skills among the students.

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

The college encourages and creates an opportunity to showcase regional tradition and culture through various programs associated with extracurricular. Many of the faculty adopt bilingual teaching in the classroom and translate many study materials into the local language to ease the understanding ability of students.

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

Being the affiliated college, Daund Taluka Arts and Commerce College has been adhering to the syllabus designed and offered by Savitribai Phule Pune Univeristy. The syllabus mentions program outcomes, course outcomes, and program-specific outcomes. The teaching-learning process adheres to the same. Objectives are framed at the entry point whereas; their effective implementation is mapped through Students' feedback.

#### 20.Distance education/online education:

Daund Taluka Arts and Commerce College offers UG and PG degrees on a regular mode however; the identified needy aspirants of distance education are fulfilled through Yashwantrao Chavan Open University Unit on the college campus.

### Extended Profile

#### 1.Programme

1.1

22

Number of courses offered by the institution across all programs during the year		
File Description		Documents
Data Template	<a href="#">View File</a>	
<b>2.Student</b>		
2.1 Number of students during the year		<b>851</b>
File Description		Documents
Data Template	<a href="#">View File</a>	
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		<b>0</b>
File Description		Documents
Data Template	<a href="#">View File</a>	
2.3 Number of outgoing/ final year students during the year		<b>221</b>
File Description		Documents
Data Template	<a href="#">View File</a>	
<b>3.Academic</b>		
3.1 Number of full time teachers during the year		<b>6</b>
File Description		Documents
Data Template	<a href="#">View File</a>	
3.2 Number of Sanctioned posts during the year		<b>18</b>

File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	17
4.2 Total expenditure excluding salary during the year (INR in lakhs)	4.08
4.3 Total number of computers on campus for academic purposes	15

## 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

Curriculum delivery is implemented in an organized manner. For effective curriculum delivery, the following techniques are adopted:

BOS Meet

Sharing Notes

Internship Programmes

Sharing of Notes in Student Groups

Academic Calendar

The college follows the Academic calendar prepared by IQAC and executes it rigorously.

The Heads of Departments conduct the meetings to distribute workload, allot subjects, plan the activities of the department, and review the completed syllabus.

## Time Table

The timetable is prepared by the timetable committee. The timetable is displayed on the notice board and is shared with students in student groups.

## Teaching Diary and Lesson Plan

The lesson plan is prepared by every teacher at the beginning of the academic year. IQAC conducts periodic assessments of the Teaching diary and Lesson plan through department HOD's.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="https://dtacollege.org/pdf/Curriculum/Curriculum%20Delivery%202020-2021.pdf">https://dtacollege.org/pdf/Curriculum/Curriculum%20Delivery%202020-2021.pdf</a>

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

1. The college follows the Academic Calendar of the Savitribai Phule Pune University, Pune. The Internal Assessment Committee decides on dates during which the internal assessment assignments are to be given to students and marks are discussed.

2. The academic calendar of the institution, mentions the periods of term end/semester Exams. This annual academic calendar is distributed to all faculty members of concerned departments. This information on the annual schedule is also provided to the students orally, via social media, and through notice boards.

3. The dates of the academic calendar are adhered to during each test. In the semester the dates for the first assignment/test for theory papers lie toward the second week of September. In the even semester, the dates are usually at the beginning of October and November.

4. Practical exams are conducted annually for FYB.Com. (Account), SYB.Com. (Banking, B.E., Business Communication), TYB.A.

(Psychology, Geography), TYB.Com. (Banking, B.E., Taxation).

5. The Calendar regarding dates for the conduct of assignments depends on the completion of first-year admissions, mid semester breaks it is near about 21 days called the Diwali holidays. Assigned holidays as well as other planned activities of the college are notified in the Academic Calendar.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	<a href="https://dtaccollege.org/pdf/Academic%20Calendar/Academic%20Calendar%202020-2021.pdf">https://dtaccollege.org/pdf/Academic%20Calendar/Academic%20Calendar%202020-2021.pdf</a>

**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.**

**D. Any 1 of the above**

**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**

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

## 1.2 - Academic Flexibility

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

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

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

## 1.3 - Curriculum Enrichment

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

### 1. Professional Ethics -

The college has given equal importance to professional ethics. Students are introduced to social nature. The college has organized various personality development programs. Guest lectures have been organized. The college always inculcated corporate standards and culture.

## 2. Gender -

Girls and boys are always counseled. Both are offered the same medical facilities. Girl students are empowered through various activities organized by women's cell.

## 3. Environmental Sustainability -

Students are given field projects. NSS units organized different activities such as tree plantation, cleanliness campaigns at historical places, road safety, and swachhata awareness programs.

## 4. Human Values -

The college always believes in making each student a good human being and a good citizen. Students learn not only respect to teachers, and seniors but also to respect themselves. College has Anti Ragging Cell to ensure ragging free environment. Internal Complaint Committee & Discipline Committee to take care of human values. College take special care of handicapped students.

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	No File Uploaded

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

2

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

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

10

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 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**

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
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)	No File Uploaded

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

### C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="https://dtaccollege.org/pdf/Feedback%20Report/Feedback%20Report%202020-2021.pdf">https://dtaccollege.org/pdf/Feedback%20Report/Feedback%20Report%202020-2021.pdf</a>

## 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

1440

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

#### 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

521

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 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

#### Special Programmes for Advanced Learners and Slow Learners

The institute conducts the below programmes for the slow and

advanced learners.

### Advanced Learners

1. Advanced Learning
2. Skill Development
3. Workshops
4. Educational Visit
5. Assistance for Internship and Filed Projects
6. Advanced Assignment and Tasks
7. Contribution to college activities and class representation

### Slow Learners

1. Remedial Learning
2. Extra Time in TimeTable
3. Additional Assignment
4. Supply of Question Bank
5. Personal Attention and Counselling
6. Demonstration of Basic Learning Concepts
7. Learning Methodologies

File Description	Documents
Link for additional Information	<a href="https://dtacollege.org/pdf/Aspect/Advanced%20and%20Slow%20Learners%20Programmes%202020-2021.pdf">https://dtacollege.org/pdf/Aspect/Advanced%20and%20Slow%20Learners%20Programmes%202020-2021.pdf</a>
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
851	6

File Description	Documents
Any additional information	No File Uploaded

## 2.3 - Teaching- Learning Process

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

The college practices a teaching methodology that focuses on imparting education through a student-centric approach. The teacher facilitates learning by allowing each student to comprehend at their level by ensuring their involvement in class activities.

Courses of the University are defined highlighting course objectives, program-specific objectives, and program outcomes It also helps them in self-evaluating their performance after the course. Feedback from the Course and teachers, given by students.

Teachers make classes as interactive as possible and encourage innovative thought and novel interpretations. Audio- Visual methodology, Language Lab, Google Classroom, Industrial Visits, Field Work, and Projects are some of the means utilized by the departments to provide experiential and participative learning.

Internal assessments are planned to encourage students to work independently. Written Assignments, Tutorials are required to be submitted by students. Seminars, which form the second component of internal assessment, help students present their assignments before the entire class helping them overcome stage fear.

Student representation in administration is an important initiative.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	<a href="https://dtacollege.org/pdf/Aspect/Experiential%20Learning%202020-2021.pdf">https://dtacollege.org/pdf/Aspect/Experiential%20Learning%202020-2021.pdf</a>

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

The students need to learn and master the latest technologies. College uses Information and Communication Technology (ICT) in education to support. Internet facilities are available in all prominent places. The following tools are used by the college ICT Tools:

LCD projectors are available in prominent classrooms and seminar halls.

The college has separate computer and language labs.

Printers are installed at all prominent places.

Photocopier machines and Scanner are available at all prominent places.

Faculties are encouraged to use PowerPoint presentations.

The seminar hall is digitally equipped.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://dtaccollege.org/pdf/ict/ICT%20Learning%20and%20Facilities%202020-2021.pdf">https://dtaccollege.org/pdf/ict/ICT%20Learning%20and%20Facilities%202020-2021.pdf</a>

**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**

6

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

6

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

3

File Description	Documents
Any additional information	No File Uploaded
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)	<a href="#">View File</a>

### 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

171

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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 college has a transparent and robust evaluation process. Internal assessment is communicated with the students well in time. The Principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process. Students who are admitted for the concerned course are assessed continuously. Continuous evaluation is made through Group Discussion, Unit Tests, Assignments Submission, Field Visits / Field Work, and seminar, presentations. The performance of the students is displayed on the Notice board and communicated to the students. Students appearing for the Second /third year are asked to deliver the seminars. The students prepare for power point presentation.

For transparent and robust internal assessment, the following mechanisms are conducted.

Internal Examination Committee.

Question Paper Setting.

Conduct of Examination.

Result display.

Interaction with students regarding their internal assessment.

The method of internal assessment helps the teachers to evaluate the students more appropriately. It has created interest among the students to take active participation in various co-curricular and extra-curricular activities for their overall personality development. The seminar presentation improves the communication skills of the students In this way mechanism of internal assessment is transparent and robust.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="https://dtacollege.org/pdf/Aspect/Internal%20Assessment%20Mechanism%20%202020-2021.pdf">https://dtacollege.org/pdf/Aspect/Internal%20Assessment%20Mechanism%20%202020-2021.pdf</a>

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

The academic calendar specifies the internal exam conducted twice a year. These examinations are further evaluated and CIE being 30% and semester exams being evaluated at 70% in the UG Exam. As for PG, the ratio differs where CIE is 50% and semester is 50%. Students are given flexible timing for internal examination. Students are provided their internal marks. If there is any difference or discrepancy in their marks, it can immediately be corrected. The test copy of the unit test and the quarterly test are shown to students for their observation. After completing the chapter assignment tests are conducted chapter-wise and underperforming students are given help in improving. Model of continuous internal evaluation to the given academic year. Two to three internal assessment tests during each semester. The college appoints a committee every year for Internalexamination grievances under the chairmanship of the principal, Head of department and senior teacher of the department are members of the committee. Students are provided marks along with their answer sheets. Regarding grievances, students are entertained positively. The student talks with their concerned teacher, and if not satisfied forward to the grievance community appointed.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="https://dtacollege.org/pdf/department/Grievances%20related%20Mechanism%202020-2021.pdf">https://dtacollege.org/pdf/department/Grievances%20related%20Mechanism%202020-2021.pdf</a>

## 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 college has clearly stated the learning outcomes of the Programs and Courses. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.

Hard Copy of syllabi and Learning Outcomes are available in the departments for ready reference to the teachers and students.

The importance of the learning outcomes has been communicated to the teachers in every IQAC meeting and College Committee meeting.

The students are also made aware of the same through classroom teaching.

Detailed Programme outcomes, program-specific outcomes, and course outcomes for all programs have been uploaded on the college website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://dtaccollege.org/pdf/student/PO,%20PSO%20and%20CO.pdf">https://dtaccollege.org/pdf/student/PO,%20PSO%20and%20CO.pdf</a>
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

**Method of assessment of POs / PSOs** The program outcomes and Program Specific outcomes are assessed with the help of course outcomes of the relevant courses through direct and indirect methods.

Direct methods are provided through direct examinations or observations of student knowledge or skills against measurable course outcomes. The knowledge and skills described by the course outcomes are mapped to specific problems on University Examination, internal exams and home assignment. At the end of each semester, university conducts examinations based on the result published by university the course outcomes are measured.

Assignments are given at the end of each module. The assignments are provided to students and they refer the text books and goodreference books to find out the answers and understand the expected outcome of the given problem.

Internal tests are conducted for the following purposes:

To ensure that students have achieved desired level of competencies

at module level.

To evaluate, whether corresponding COs are achieved or not.

According to the performance of the student in answering each question, mapping is carried out with the respective COs for assessing the attainment level of the specific CO of the subject.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://dtacollege.org/pdf/student/PO,%20PSO%20and%20CO.pdf">https://dtacollege.org/pdf/student/PO,%20PSO%20and%20CO.pdf</a>

### 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

181

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
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://dtacollege.org/pdf/student/Student%20Satisfaction%20Survey.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)	<a href="#">View File</a>

**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)	<a href="#">View File</a>
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**

1

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

2

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 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

4

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

The college organizes extension activities every year in the neighborhood communities. Activities like Swachh Bharat Abhiyan, AIDS awareness, Save Girl Child, tree plantation and plastic

eradication; Nutrition Week, and Nutrition awareness were arranged for the community. Every year the college conducts a lecture series on social thinkers and activists. The college organizes health check-up camps and Yoga days. The college organizes programs like women's self-defense, entrepreneurship development Workshops, and Nirbhay Kanya Abhiyan for the students.

Due to influence of Covid-19, In this situation, teachers tried to help the society as much as possible on the individual and team level.

File Description	Documents
Paste link for additional information	<a href="https://dtacollege.org/pdf/Aspect/Extension%20Activities%20%202020-2021.pdf">https://dtacollege.org/pdf/Aspect/Extension%20Activities%20%202020-2021.pdf</a>
Upload any additional information	No File Uploaded

### 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

1

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
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

7

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

### 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

263

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 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

0

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

## 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 ensures adequate availability and optimal utilization of physical infrastructure. The requirements regarding classrooms, infrastructure development, and other equipment are planned by the respective department and infrastructure committee of the college.

Infrastructure is ensured through conducting meetings for faculty on the use of new technology.

The available physical infrastructure is optimally utilized beyond regular college hours, to conduct certificate courses, co-curricular activities/extracurricular activities, seminars, conferences, etc. The college provides sufficient collections of books in its central library.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://dtaccollege.org/pdf/infrastructure/Physical%20Facilities%20for%20Learning%20and%20Cultural%20Activities%202020-2021.pdf">https://dtaccollege.org/pdf/infrastructure/Physical%20Facilities%20for%20Learning%20and%20Cultural%20Activities%202020-2021.pdf</a>

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

The college, with its compulsory Core Courses and the continuous

evaluation scheme, integrates sports and extra-curricular activities as essential components. It has adequate facilities for sports, games, and cultural activities. The college has large playgrounds and a gymnasium are available. Major cultural events are organized at the Open stage (Indoor Theatre) area.

Facilities for outdoor and indoor sports and games exist for students. Annual sports competitions are organized regularly. Students are specially trained for participation in Zonal and Inter-Zonal, State Youth Festivals competitions, and other cultural and sports events outside the campus. National Independence Day and Republic Day are celebrated. The college organized an annual cultural program to encourage college students to present various arts.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://dtacollege.org/pdf/infrastructure/Physical%20Facilities%20for%20Learning%20and%20Cultural%20Activities%202020-2021.pdf">https://dtacollege.org/pdf/infrastructure/Physical%20Facilities%20for%20Learning%20and%20Cultural%20Activities%202020-2021.pdf</a>

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

2

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

2

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://dtacollege.org/pdf/ict/ICT%20Learning%20and%20Facilities%202020-2021.pdf">https://dtacollege.org/pdf/ict/ICT%20Learning%20and%20Facilities%202020-2021.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

##### 4.08

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

**Library is not automated yet.**

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="https://dtacollege.org/Library.html#">https://dtacollege.org/Library.html#</a>

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources **E. None of the above**

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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)

## 0.65

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 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

## 25

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

#### 4.3 - IT Infrastructure

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

IT facilities have been updated on regularly basis. New IT equipment has been purchased as per the requirements. The institution has number of IT facilities and it regularly updates them as per the demands of the students, teachers and supporting staff.

The facilities includes sufficient number of computers. The institution has printing facilities which includes laser printers, Inkjet color printer, Xerox Machines, Scanner etc. The institution has LCD projector. The computers have LCD and LED monitors, optical mouse, latest Intel processors. LAN facility is available for most of the computers with internet facility. The software available in the college are of Microsoft office 2010 and Windows 10.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://dtacollege.org/pdf/ict/ICT%20Learning%20and%20Facilities%202020-2021.pdf">https://dtacollege.org/pdf/ict/ICT%20Learning%20and%20Facilities%202020-2021.pdf</a>

#### 4.3.2 - Number of Computers

15

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

#### 4.3.3 - Bandwidth of internet connection in the Institution B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

1.70

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

### Classroom Management

It is managed with proper systems and procedures. Stock list of assets of Class room property, cleaning and maintenance are done on a regular basis, proper reporting system about repairs and replacements are the basic attributes of classroom management.

Sports committee looks after maintaining the sports ground and sports equipment. The celebration of the International Yoga Day has become a regular affair and many students and staff participates in the same.

Maintenance of computers (Hardware and Software), updating software related to administrative and overall maintenance of campus infrastructure.CCTV, garden, security are in place. Service looks after cleanliness on the campus.

Well-defined purchase policy developed by the Management. Purchase Committee looks after all the purchases. College follows all safety and security norms as required for an educational institution.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://dtacollege.org/pdf/infrastructure/Physical%20Facilities%20for%20Learning%20and%20Cultural%20Activities%202020-2021.pdf">https://dtacollege.org/pdf/infrastructure/Physical%20Facilities%20for%20Learning%20and%20Cultural%20Activities%202020-2021.pdf</a>

### 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

27

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
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)	<a href="#">View File</a>

### 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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**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**

D. 1 of the above

File Description	Documents
Link to institutional website	<a href="https://dtacollege.org/pdf/Aspect/Skill%20Enhancement%20Initiative%202020-2021.pdf">https://dtacollege.org/pdf/Aspect/Skill%20Enhancement%20Initiative%202020-2021.pdf</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

**D. Any 1 of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	<a href="#">View File</a>
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

4

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
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

44

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 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**

0

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**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)	<a href="#">View File</a>

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 )

Student Council provides a platform for students to develop leadership qualities. The Student Council consists of student representatives.

Student Council Office bearers assume office in the institutional ceremony as a part of the inaugural function of the Students Council. The office bearers and the members of the Students Council actively engaged themselves in organizing the year-round activities, The elected members of the Students Council are vested with their responsibilities of helping the members of the faculty and

coordinating with the administration for effectively organizing and conducting the college programs under the aegis of Student Council. The common college activities are planned well in advance and are executed effectively by the student council. Student Council organizes all the major events.

They take up their responsibilities seriously and disperse their duties effectively. Their services are organized and appreciated in the voluntary function of the council conducted at the end of the academic year even at the departmental level. The council is run by the students under the guidance of the faculty. The Students Council aims to create a stronger relationship between the students and the staff and the students' representation in various academic and administrative bodies.

File Description	Documents
Paste link for additional information	<a href="https://dtaccollege.org/pdf/student/Students%20Representation%20and%20Engagement%202020-2021.pdf">https://dtaccollege.org/pdf/student/Students%20Representation%20and%20Engagement%202020-2021.pdf</a>
Upload any additional information	No File Uploaded

### 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

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
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)	<a href="#">View File</a>

## 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

The college has not registered an Alumni Association but a provisional Alumni Association is working in the college. The alumni association is formed with the objectives of sharing knowledge, experience, and opportunities among the faculty and the students. Every academic year the renowned alumni are invited.

File Description	Documents
Paste link for additional information	<a href="https://dtacollege.org/pdf/student/Alumni%20Contribution%202020-2021.pdf">https://dtacollege.org/pdf/student/Alumni%20Contribution%202020-2021.pdf</a>
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year E. <1Lakhs  
(INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

## 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:

Excellence in higher education, empowerment through knowledge, inclusive growth for socioeconomic change, and sustainable development, contribute towards the creation of a tolerant equitable enlightened society.

#### MISSION:

We are committed for the betterment of society through the students in the mofussil areas and to enable them to be responsible citizens of our nation.

The governance of the institution is reflective: The empowered team

of the college. The principal monitors the mechanism regarding administration and academic process. There are many committees to support the vision and mission of the college. All the committees take responsibility for the plans and activities. For academic performance meetings with HoDs and faculty of various departments are done. The principal continuously monitors each room individually by CCTV installed for teaching class, classroom activities, and the movement of students in hallways and outside of the campus. The perspective plans are implemented by the principal with the finance committee. The financial requirements are proposed by various committees and the Principal and the CDC committee approves it.

File Description	Documents
Paste link for additional information	<a href="https://dtaccollege.org/About%20College.html">https://dtaccollege.org/About%20College.html</a> #
Upload any additional information	No File Uploaded

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

#### Decentralization:

1. **Authority Level (Principal):** The Authorities Council delegates all academic operational decisions based on policy to the Academic Monitoring Committee (Academic Committee) headed by the Principal.

2. **Managing Level (Faculty):** Faculty members are given representation of various committees, and cells allowing them to conduct various programs or activities.

3. **Working Level (Student):** Students are empowered to play active roles as coordinators in various co-curricular, and extra-curricular activities as well as in IQAC, students Council, Students Grievance, Anti-raging cell, Cultural activities, NSS activities, etc.

#### Participative Management:

Democratic spirit in the administration is the core principle of our college. All the faculty members are at liberty to choose their area of interest in administrative work. Staff meetings are held

frequently to arrive at decisions in many sensitive areas. All the staff members are accommodated in various academic and administrative committees. No decision regarding the administration is taken without proper procedure. The committees below reflect the democratic nature and spirit of decentralization prevalent on the campus:

**IQAC Committee**

**Time Table Committee**

**Internal Evaluation Committee**

**Admission Committee**

**Internship Committee**

**Skill Development Committee**

**Examination Committee**

**Anti-Ragging Committee**

**NSS**

File Description	Documents
Paste link for additional information	<a href="https://dtacollege.org/About%20College.html">https://dtacollege.org/About%20College.html</a> #
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Over the past few years, the college has shown tremendous growth. If this is to be sustained, strategies must be formulated, communicated, and implemented effectively. Both perspective and strategic plan documents are available in the college.

**Strategic Plan**

To plan to introduce job-oriented courses.

To offer certificate and value-added courses through various excellence.

To introduce skill development and value-oriented course Implementation.

To carry out extension activities through NSS.

To conduct staff Development Programmes to enhance the skills and knowledge of the teaching and non-teaching staff.

To admit more students from socially deprived societies with nominal fees and scholarships.

To establish a functional Memorandum of Understanding with various organizations for skill development training.

To identify and train the youth from rural areas in sports activities.

To encourage the students to participate in co-curricular/ extracurricular activities

To construct separate buildings for the library and reading hall.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://dtacollege.org/About%20College.html">https://dtacollege.org/About%20College.html</a> #
Upload any additional information	No File Uploaded

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 functioning of the institutional bodies is governed by Naigaum Education Society Mumbai.

#### Administrative Setup

The Organizational structure consists of the chairman and other members. The Chairman of the Governing body is Mr. Mahipati Satale.

**College Development Committee (CDC)**

Constituted as per Maharashtra University Acts, 2016 College Development Committee is an apex body and Acts as a link between the management and the College. The Principals, Teacher Representatives, and Non - non-teaching staff Representatives are part of the CDC.

**Internal Quality Assurance Cell (IQAC)**

It comprises the Principal, Co-ordinator, teachers, members of the management of Naigaum Education Society, Mumbai, and other stakeholders like student representatives, Alumni, parent representatives, and representatives from education, and corporate sectors.

**Academic Administration**

The Principal is assisted by Vice Principals followed by the Heads of the departments and faculty members.

**Internal Committees**

The functioning of the College is carried out effectively with the different internal committees dedicated to student development through academic, research, curricular, extracurricular, extension, and outreach programs and activities conducted in the academic year.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://dtaccollege.org/pdf/Institutional%20Bodies/Functionating%20of%20Institutional%20Bodies%202020-2021.pdf">https://dtaccollege.org/pdf/Institutional%20Bodies/Functionating%20of%20Institutional%20Bodies%202020-2021.pdf</a>
Upload any additional information	No File Uploaded

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

**D. Any 1 of the above**

## Examination

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

#### Teaching

Medical Leave, Provident Funds, Faculty Development Programme, Causal Leave, Maternity Leave, Loan Facility, Recommendation for loan of other Banks, Doctor in Campus. Felicitation on Achievement, Facilitation on Birthday, R.O. Drinking water on campus, Free internet connection. Separate parking, Availability of Hall for staff welfare functions.

#### Non-Teaching

Medical Leave, Provident Funds, Faculty Development Programme, Causal Leave, Maternity Leave, Loan Facility, Recommendation for loan of other Banks, Doctor in Campus. Felicitation on Achievement, Facilitation on Birthday, R.O. Drinking water on campus, Free internet connection. Separate parking, Availability of Hall for staff welfare functions. Earned Leave.

File Description	Documents
Paste link for additional information	<a href="https://dtacollege.org/pdf/Aspect/Staff%20Welfare%202020-2021.pdf">https://dtacollege.org/pdf/Aspect/Staff%20Welfare%202020-2021.pdf</a>
Upload any additional information	No File Uploaded

**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**

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**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**

0

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	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**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**

0

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	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

#### Teaching Staff

1. Every year teaching staff is asked to fill academic appraisal forwarded by HoD and IQAC.
2. The appraisal flow goes as: 1. teaching staff himself write justifications for their academic activities. 2. HoD writes comments on the performance of the faculty. 3. Principal gives recommendation.
3. Confidential report of the performance of the faculty submitted to the service book.
4. The IQAC collects the responses via the Student Satisfaction Survey. The feedback on teaching-learning evaluation and interaction with the students was conveyed to the respective department(s) in sealed envelopes. The HoD takes due cognizance and informs the faculty of necessary improvements.

#### Non-Teaching Staff

1. Every year section in charge submits due confidential reports to the principal office.

File Description	Documents
Paste link for additional information	<a href="https://dtacollege.org/pdf/Aspect/Performance%20Appraisal%20System%202020-2021.pdf">https://dtacollege.org/pdf/Aspect/Performance%20Appraisal%20System%202020-2021.pdf</a>
Upload any additional information	No File Uploaded

## 6.4 - Financial Management and Resource Mobilization

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

### Internal Audit

The Institute has established a mechanism for conducting internal audit for every financial year to ensure financial compliance. The accountant authorities from the CDC and management authorities assess the account during fixed interval meetings and they give their valuable advice.

### External Audit

For the external Audit, CA Nimith B. Gujrati is appointed by the Daund Taluka Arts and Commerce College. Mr. Gujrati uploads the necessary documents on the web portal of the Auditors Association. No objections were raised by the external auditor.

File Description	Documents
Paste link for additional information	<a href="https://dtacollege.org/pdf/audit/Audit%20Report%202020-2021.pdf">https://dtacollege.org/pdf/audit/Audit%20Report%202020-2021.pdf</a>
Upload any additional information	No File Uploaded

**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)**

0

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)	<a href="#">View File</a>

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

A College mobilizes its funds through various resources such as fees from students, Salary grant received from government for aided staff. College also receives funds from SPPU for quality improvement programs, Earn and Learn Scheme. Purchasing Committee takes decision of purchase of capital equipment. Committee reviews quotations given by vendors thoroughly and final decision is taken on the basis of comparative analysis.

College has building committee which authorizes infrastructure development or creation of permanent structure at campus. Every year budget is prepared taking into consideration requirements of each department, office and various committees. Budget is presented before Naigaum Education Society, Mumbai which approves the same. Special permission is required for non-budgeted expenditure.

File Description	Documents
Paste link for additional information	<a href="https://dtacollege.org/pdf/audit/Mobilization%20of%20Funds.pdf">https://dtacollege.org/pdf/audit/Mobilization%20of%20Funds.pdf</a>
Upload any additional information	No File Uploaded

### 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

Under the aegis of IQAC the Academic Planning Committee prepares a detailed academic plan for each academic year and ensures optimum utilization of the available infrastructure. Academic Calendar is prepared and uploaded on the institutional website.

The college IQAC meets regularly and prepares, evaluates and

recommends the following for approval:

AQAR

Soft Skill Courses

Celebration of various days

Encouragement of making functional MoUs

Extension Activities

Curriculum Development

Teachers participation in conferences and research

Feedback

Students project and internship program

Add-on and Certificate courses implementation

File Description	Documents
Paste link for additional information	<a href="https://dtaccollege.org/pdf/igac/IQAC%20Contribution%202020-2021.pdf">https://dtaccollege.org/pdf/igac/IQAC%20Contribution%202020-2021.pdf</a>
Upload any additional information	No File Uploaded

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

The College has a functional IQAC setup as per a norm that includes Teacher Representatives, Members from Management, a representative of Administrative Staff, one nominee each from Local Society, Students, Alumni, Employers, Industry and Parent. IQAC has constituted a feedback committee which seeks feedback regularly from all stakeholders.

Based on the feedback an action is taken in the form of a communication to the concerned teachers and the teachers are suggested to conduct bridge courses, add-on courses and remedial

courses and to use ICT based teaching methods to improve the teaching learning process.

Every teacher is expected to submit a work done report periodically on teaching learning process and co-curricular and extracurricular activity. Every year teacher is expected to fill annual Performance Based Appraisal Form which IQAC scrutinizes for API verification.

File Description	Documents
Paste link for additional information	<a href="https://dtacollege.org/pdf/igac/IQAC%20Contribution%202020-2021.pdf">https://dtacollege.org/pdf/igac/IQAC%20Contribution%202020-2021.pdf</a>
Upload any additional information	No File Uploaded

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

**D. Any 1 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://dtacollege.org/pdf/igac/IQAC%20Contribution%202020-2021.pdf">https://dtacollege.org/pdf/igac/IQAC%20Contribution%202020-2021.pdf</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **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

**College Women's Cell conducts various activities every year. This**

academic year most of the period we have suffered due to the COVID lockdown and College was running in online mode. Many activities were specially organized for the promotion of gender equality. To promote gender equality and create awareness of female contribution to society the following days were celebrated in the college.

Savitribai Phule Birth Anniversary on 3rd January.

Jija Mata Saheb Jayanti on 12th January.

International Women's day on 8th March.

File Description	Documents
Annual gender sensitization action plan	<a href="https://dtacollege.org/pdf/student/Gender%20Sensitization%20Action%20Plan%202020-2021.pdf">https://dtacollege.org/pdf/student/Gender%20Sensitization%20Action%20Plan%202020-2021.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**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**

**Solid Waste**

Every department in the college as well as the administrative office generates some waste and throws it in the dustbin. There are

dustbins in many places in the building. Sweepers pick up trash. Employees regularly dispose of small bins in the Gram Panchayat's vehicle. The use of plastic is not permitted on campus.

### Liquid Waste

The liquid waste generated is Sewage waste. However, the liquid waste generated from the college is discharged into the Gram Panchayat's Sewage Management Drain and disposed of.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="https://dtacollege.org/Waste_Management.htm">https://dtacollege.org/Waste_Management.htm</a> 1
Any other relevant information	No File Uploaded

**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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:** B. Any 3 of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

### 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**

**D. Any 1 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	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**D. Any 1 of the above**

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

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).

The initiatives are to promote better education, economic upliftment of the needy, and setting communal harmony. The College believes in the equality of all cultures and traditions as is evident from the fact that students belonging to different castes, religions, and regions are studying without any discrimination.

Organizes extension activities in college as a part of Education Social Responsibility.

Masks and sanitizer distribution to needy people has been conducted.

College organized field visits in nearby areas.

College celebrates Sanvidhan Day.

College celebrates the national festivals, birth anniversaries, and memorials of great Indian personalities. The college organizes Youth and Cultural festival. NSS Units participate in programs related to social issues. Second-year students are required to compulsorily complete the project on environment.

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

The College has taken several initiatives in launching many programs which aim at Sensitization of students and employees of the Institution to constitutional obligations.

The Tree Plantation Programme is one such program initiated by the college help students to understand their role and contribution to the environment.

Constitution Day is celebrated on 26th November every year. The program initiates with a Preamble reading of the constitution followed by lectures on the sensitization of students on responsibility towards the constitutional values, rights, duties, and responsibilities of citizens. Students are encouraged to participate in activities like essay competitions on the related themes.

Dr. Babasaheb Ambedkar's birthday was celebrated. At that time, the contribution of Dr. Babasaheb Ambedkar in drafting the constitution is explained and the constitutional obligations are introduced to the students. Adequate copies of the constitution are kept in the college library.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
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 periodic programmes in this regard. The Code of Conduct is displayed on the website There is** **A. All of the above**

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	No File Uploaded
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

The institution takes the lead in celebrating, Independence Day, Republic Day, and Maharashtra Day; along with these national celebrations the founder's day is also celebrated. Along with these celebrations, the following activities were conducted;

Chhatrapati Shivaji Maharaj jayanti on February 19,

International Women's Day on 08 March,

Shahid Divas on 23 March,

Mahatma Jotiba Phule Jayanti on 11 April,

Dr. B.R. Ambedkar Birth Anniversary on 14 April,

Hiroshima Day on 06 August,

Mahatma Gandhi Jayanti on 02 October,

Lalbahadur Shastri Jayanti on 02 October,

Dr. A. P. J. Abdul Kalam's Birth Anniversary on 15 October,

Constitution Day 26 November,

Dr. B.R. Ambedkar Death Anniversary on 06 December,

Anti-Terrorism Day: Online Oath Taking activity on 21 May, Human Rights Day on 10 December.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
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.

During the pandemic situation to overcome the academic stress and combat the situation College initiated a college helpline for students. Institutional email ID was provided to every student to conduct the class's online mode. Classes and examinations were successfully conducted in the online mode. A series of lectures were organized to create awareness with the topic "health, security, peace and development".

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

## 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

Performance of college in one area Distinctive to its Priority and Thrust College has provided tremendous thrust and priority to its Program of Diversity Inclusion and Integration.

The college emphasizes the need to mainstream the marginalized and weaker sections of students.

College is providing barrier-free education for all students.

The college provided financial assistance to several students with partial fee waivers and also full fee waivers. An installment policy is widely used when paying fees. Students are alerted to fill up the forms of scholarship.

College during the COVID-19 pandemic, provided a vital support structure to conduct Online Teaching-Learning for all students.

College Administration took a special initiative to deposit scholarships in student bank accounts for all eligible students.

## 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

Curriculum delivery is implemented in an organized manner. For effective curriculum delivery, the following techniques are adopted:

BOS Meet

Sharing Notes

Internship Programmes

Sharing of Notes in Student Groups

Academic Calendar

The college follows the Academic calendar prepared by IQAC and executes it rigorously.

The Heads of Departments conduct the meetings to distribute workload, allot subjects, plan the activities of the department, and review the completed syllabus.

Time Table

The timetable is prepared by the timetable committee. The timetable is displayed on the notice board and is shared with students in student groups.

Teaching Diary and Lesson Plan

The lesson plan is prepared by every teacher at the beginning of the academic year. IQAC conducts periodic assessments of the Teaching diary and Lesson plan through department HOD's.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="https://dtacollege.org/pdf/Curriculum/Curriculum%20Delivery%202020-2021.pdf">https://dtacollege.org/pdf/Curriculum/Curriculum%20Delivery%202020-2021.pdf</a>

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

1. The college follows the Academic Calendar of the Savitribai Phule Pune University, Pune. The Internal Assessment Committee decides on dates during which the internal assessment assignments are to be given to students and marks are discussed.

2. The academic calendar of the institution, mentions the periods of term end/semester Exams. This annual academic calendar is distributed to all faculty members of concerned departments. This information on the annual schedule is also provided to the students orally, via social media, and through notice boards.

3. The dates of the academic calendar are adhered to during each test. In the semester the dates for the first assignment/test for theory papers lie toward the second week of September. In the even semester, the dates are usually at the beginning of October and November.

4. Practical exams are conducted annually for FYB.Com. (Account), SYB.Com. (Banking, B.E., Business Communication), TYB.A. (Psychology, Geography), TYB.Com. (Banking, B.E., Taxation).

5. The Calendar regarding dates for the conduct of assignments depends on the completion of first-year admissions, mid semester breaks it is near about 21 days called the Diwali holidays. Assigned holidays as well as other planned activities of the college are notified in the Academic Calendar.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	<a href="https://dtacollege.org/pdf/Academic%20Calendar/Academic%20Calendar%202020-2021.pdf">https://dtacollege.org/pdf/Academic%20Calendar/Academic%20Calendar%202020-2021.pdf</a>

**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**

**D. Any 1 of the above**

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

## 1.2 - Academic Flexibility

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

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

6

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**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)**

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

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

**1. Professional Ethics -**

The college has given equal importance to professional ethics. Students are introduced to social nature. The college has organized various personality development programs. Guest lectures have been organized. The college always inculcated corporate standards and culture.

**2. Gender -**

Girls and boys are always counseled. Both are offered the same

medical facilities. Girl students are empowered through various activities organized by women's cell.

### 3. Environmental Sustainability -

Students are given field projects. NSS units organized different activities such as tree plantation, cleanliness campaigns at historical places, road safety, and swachhata awareness programs.

### 4. Human Values -

The college always believes in making each student a good human being and a good citizen. Students learn not only respect to teachers, and seniors but also to respect themselves. College has Anti Ragging Cell to ensure ragging free environment. Internal Complaint Committee & Discipline Committee to take care of human values. College take special care of handicapped students.

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	No File Uploaded

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

2

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

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

10

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 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	C. Any 2 of the above
----------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
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)	No File Uploaded

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

**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="https://dtacollege.org/pdf/Feedback%20Report/Feedback%20Report%202020-2021.pdf">https://dtacollege.org/pdf/Feedback%20Report/Feedback%20Report%202020-2021.pdf</a>

## 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

1440

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

#### 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

521

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

### Special Programmes for Advanced Learners and Slow Learners

The institute conducts the below programmes for the slow and advanced learners.

#### Advanced Learners

1. Advanced Learning
2. Skill Development
3. Workshops
4. Educational Visit
5. Assistance for Internship and Filed Projects
6. Advanced Assignment and Tasks
7. Contribution to college activities and class representation

#### Slow Learners

1. Remedial Learning
2. Extra Time in TimeTable
3. Additional Assignment
4. Supply of Question Bank
5. Personal Attention and Counselling

**6. Demonstration of Basic Learning Concepts****7. Learning Methodologies**

File Description	Documents
Link for additional Information	<a href="https://dtacollege.org/pdf/Aspect/Advanced%20and%20Slow%20Learners%20Programmes%2020-2021.pdf">https://dtacollege.org/pdf/Aspect/Advanced%20and%20Slow%20Learners%20Programmes%2020-2021.pdf</a>
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
851	6

File Description	Documents
Any additional information	No File Uploaded

**2.3 - Teaching- Learning Process**

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

The college practices a teaching methodology that focuses on imparting education through a student-centric approach. The teacher facilitates learning by allowing each student to comprehend at their level by ensuring their involvement in class activities.

Courses of the University are defined highlighting course objectives, program-specific objectives, and program outcomes It also helps them in self-evaluating their performance after the course. Feedback from the Course and teachers, given by students.

Teachers make classes as interactive as possible and encourage innovative thought and novel interpretations. Audio- Visual methodology, Language Lab, Google Classroom, Industrial Visits, Field Work, and Projects are some of the means utilized by the departments to provide experiential and participative learning.

Internal assessments are planned to encourage students to work

independently. Written Assignments, Tutorials are required to be submitted by students. Seminars, which form the second component of internal assessment, help students present their assignments before the entire class helping them overcome stage fear.

Student representation in administration is an important initiative.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	<a href="https://dtacollege.org/pdf/Aspect/Experiential%20Learning%202020-2021.pdf">https://dtacollege.org/pdf/Aspect/Experiential%20Learning%202020-2021.pdf</a>

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

The students need to learn and master the latest technologies. College uses Information and Communication Technology (ICT) in education to support. Internet facilities are available in all prominent places. The following tools are used by the college ICT Tools:

LCD projectors are available in prominent classrooms and seminar halls.

The college has separate computer and language labs.

Printers are installed at all prominent places.

Photocopier machines and Scanner are available at all prominent places.

Faculties are encouraged to use PowerPoint presentations.

The seminar hall is digitally equipped.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://dtacollege.org/pdf/ict/ICT%20Learning%20and%20Facilities%202020-2021.pdf">https://dtacollege.org/pdf/ict/ICT%20Learning%20and%20Facilities%202020-2021.pdf</a>

### 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

6

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

6

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

3

File Description	Documents
Any additional information	No File Uploaded
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)	<a href="#">View File</a>

### 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

171

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

### 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 college has a transparent and robust evaluation process. Internal assessment is communicated with the students well in time. The Principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process. Students who are admitted for the concerned course are assessed continuously. Continuous evaluation is made through Group Discussion, Unit Tests, Assignments Submission, Field Visits / Field Work, and seminar, presentations. The performance of the students is displayed on the Notice board and communicated to the students. Students appearing for the Second /third year are asked to deliver the seminars. The students prepare for power point presentation.

For transparent and robust internal assessment, the following mechanisms are conducted.

Internal Examination Committee.

Question Paper Setting.

Conduct of Examination.

Result display.

Interaction with students regarding their internal assessment.

The method of internal assessment helps the teachers to evaluate the students more appropriately. It has created interest among the students to take active participation in various co-curricular and extra-curricular activities for their overall personality development. The seminar presentation improves the communication skills of the students In this way mechanism of internal assessment is transparent and robust.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="https://dtacollege.org/pdf/Aspect/Internal%20Assessment%20Mechanism%20%202020-2021.pdf">https://dtacollege.org/pdf/Aspect/Internal%20Assessment%20Mechanism%20%202020-2021.pdf</a>

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

The academic calendar specifies the internal exam conducted twice a year. These examinations are further evaluated and CIE being 30% and semester exams being evaluated at 70% in the UG Exam. As for PG, the ratio differs where CIE is 50% and semester is 50%. Students are given flexible timing for internal examination. Students are provided their internal marks. If there is any difference or discrepancy in their marks, it can immediately be corrected. The test copy of the unit test and the quarterly test are shown to students for their observation. After completing the chapter assignment tests are conducted chapter-wise and underperforming students are given help in improving. Model of continuous internal evaluation to the given academic year. Two to three internal assessment tests during each semester. The college appoints a committee every year for Internalexamination grievances under the chairmanship of the principal, Head of department and senior teacher of the department are members of the committee. Students are provided marks along with their answer sheets. Regarding grievances, students are entertained positively. The student talks with their concerned teacher, and

if not satisfied forward to the grievance community appointed.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="https://dtacollege.org/pdf/department/Grievances%20related%20Mechanism%202020-2021.pdf">https://dtacollege.org/pdf/department/Grievances%20related%20Mechanism%202020-2021.pdf</a>

## 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 college has clearly stated the learning outcomes of the Programs and Courses. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.

Hard Copy of syllabi and Learning Outcomes are available in the departments for ready reference to the teachers and students.

The importance of the learning outcomes has been communicated to the teachers in every IQAC meeting and College Committee meeting.

The students are also made aware of the same through classroom teaching.

Detailed Programme outcomes, program-specific outcomes, and course outcomes for all programs have been uploaded on the college website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://dtacollege.org/pdf/student/PO,%20PSO%20and%20CO.pdf">https://dtacollege.org/pdf/student/PO,%20PSO%20and%20CO.pdf</a>
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Method of assessment of POs / PSOs The program outcomes and Program Specific outcomes are assessed with the help of course

outcomes of the relevant courses through direct and indirect methods.

Direct methods are provided through direct examinations or observations of student knowledge or skills against measurable course outcomes. The knowledge and skills described by the course outcomes are mapped to specific problems on University Examination, internal exams and home assignment. At the end of each semester, university conducts examinations based on the result published by university the course outcomes are measured.

Assignments are given at the end of each module. The assignments are provided to students and they refer the text books and goodreference books to find out the answers and understand the expected outcome of the given problem.

Internal tests are conducted for the following purposes:

To ensure that students have achieved desired level of competencies at module level.

To evaluate, whether corresponding COs are achieved or not.

According to the performance of the student in answering each question, mapping is carried out with the respective COs for assessing the attainment level of the specific CO of the subject.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://dtacollege.org/pdf/student/PO,%20PSO%20and%20CO.pdf">https://dtacollege.org/pdf/student/PO,%20PSO%20and%20CO.pdf</a>

### 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

181

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
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://dtacollege.org/pdf/student/Student%20Satisfaction%20Survey.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)	<a href="#">View File</a>

**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)	<a href="#">View File</a>
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

1

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

2

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 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**

4

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**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

The college organizes extension activities every year in the neighborhood communities. Activities like Swachh Bharat Abhiyan, AIDS awareness, Save Girl Child, tree plantation and plastic eradication; Nutrition Week, and Nutrition awareness were arranged for the community. Every year the college conducts a lecture series on social thinkers and activists. The college organizes health check-up camps and Yoga days. The college organizes programs like women's self-defense, entrepreneurship development Workshops, and Nirbhay Kanya Abhiyan for the students.

Due to influence of Covid-19, In this situation, teachers tried to help the society as much as possible on the individual and team level.

File Description	Documents
Paste link for additional information	<a href="https://dtacollege.org/pdf/Aspect/Extension%20Activities%20%202020-2021.pdf">https://dtacollege.org/pdf/Aspect/Extension%20Activities%20%202020-2021.pdf</a>
Upload any additional information	No File Uploaded

**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**

1

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
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**

7

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**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**

263

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**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**

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

**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**

0

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

**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 ensures adequate availability and optimal utilization of physical infrastructure. The requirements regarding classrooms, infrastructure development, and other equipment are planned by the respective department and infrastructure committee of the college.

Infrastructure is ensured through conducting meetings for faculty on the use of new technology.

The available physical infrastructure is optimally utilized beyond regular college hours, to conduct certificate courses, co-curricular activities/extracurricular activities, seminars, conferences, etc. The college provides sufficient collections of books in its central library.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://dtacollege.org/pdf/infrastructure/Physical%20Facilities%20for%20Learning%20and%20Cultural%20Activities%202020-2021.pdf">https://dtacollege.org/pdf/infrastructure/Physical%20Facilities%20for%20Learning%20and%20Cultural%20Activities%202020-2021.pdf</a>

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

The college, with its compulsory Core Courses and the continuous evaluation scheme, integrates sports and extra-curricular activities as essential components. It has adequate facilities for sports, games, and cultural activities. The college has large playgrounds and a gymnasium are available. Major cultural events are organized at the Open stage (Indoor Theatre) area.

Facilities for outdoor and indoor sports and games exist for students. Annual sports competitions are organized regularly. Students are specially trained for participation in Zonal and Inter-Zonal, State Youth Festivals competitions, and other cultural and sports events outside the campus. National Independence Day and Republic Day are celebrated. The college organized an annual cultural program to encourage college students to present various arts.

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Paste link for additional information	<a href="https://dtacollege.org/pdf/infrastructure/Physical%20Facilities%20for%20Learning%20and%20Cultural%20Activities%202020-2021.pdf">https://dtacollege.org/pdf/infrastructure/Physical%20Facilities%20for%20Learning%20and%20Cultural%20Activities%202020-2021.pdf</a>

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

2

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

2

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Paste link for additional information	<a href="https://dtacollege.org/pdf/ict/ICT%20Learning%20and%20Facilities%202020-2021.pdf">https://dtacollege.org/pdf/ict/ICT%20Learning%20and%20Facilities%202020-2021.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

4.08

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

**Library is not automated yet.**

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="https://dtacollege.org/Library.html#">https://dtacollege.org/Library.html#</a>

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

**E. None of the above**

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)**

**0.65**

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 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

25

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

#### 4.3 - IT Infrastructure

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

IT facilities have been updated on regularly basis. New IT equipment has been purchased as per the requirements. The institution has number of IT facilities and it regularly updates them as per the demands of the students, teachers and supporting staff.

The facilities includes sufficient number of computers. The institution has printing facilities which includes laser printers, Inkjet color printer, Xerox Machines, Scanner etc. The institution has LCD projector. The computers have LCD and LED monitors, optical mouse, latest Intel processors. LAN facility is available for most of the computers with internet facility. The software available in the college are of Microsoft office 2010 and Windows 10.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://dtacollege.org/pdf/ict/ICT%20Learning%20and%20Facilities%202020-2021.pdf">https://dtacollege.org/pdf/ict/ICT%20Learning%20and%20Facilities%202020-2021.pdf</a>

**4.3.2 - Number of Computers**

15

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

**4.3.3 - Bandwidth of internet connection in the Institution**

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

**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)**

1.70

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

#### Classroom Management

It is managed with proper systems and procedures. Stock list of assets of Class room property, cleaning and maintenance are done on a regular basis, proper reporting system about repairs and replacements are the basic attributes of classroom management.

Sports committee looks after maintaining the sports ground and sports equipment. The celebration of the International Yoga Day has become a regular affair and many students and staff participates in the same.

Maintenance of computers (Hardware and Software), updating software related to administrative and overall maintenance of campus infrastructure.CCTV, garden, security are in place. Service looks after cleanliness on the campus.

Well-defined purchase policy developed by the Management. Purchase Committee looks after all the purchases. College follows all safety and security norms as required for an educational institution.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://dtacollege.org/pdf/infrastructure/Physical%20Facilities%20for%20Learning%20and%20Cultural%20Activities%202020-2021.pdf">https://dtacollege.org/pdf/infrastructure/Physical%20Facilities%20for%20Learning%20and%20Cultural%20Activities%202020-2021.pdf</a>

STUDENT SUPPORT AND PROGRESSION	
<b>5.1 - Student Support</b>	
<b>5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
<b>5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
27	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
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)	<a href="#">View File</a>
<b>5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year</b>	
<b>5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year</b>	
0	
File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>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</b>	<b>D. 1 of the above</b>

File Description	Documents
Link to institutional website	<a href="https://dtacollege.org/pdf/Aspect/Skill%20Enhancement%20Initiative%202020-2021.pdf">https://dtacollege.org/pdf/Aspect/Skill%20Enhancement%20Initiative%202020-2021.pdf</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

**D. Any 1 of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	<a href="#">View File</a>
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

4

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
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

44

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 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**

0

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**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)	<a href="#">View File</a>

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 )

Student Council provides a platform for students to develop leadership qualities. The Student Council consists of student representatives.

Student Council Office bearers assume office in the institutional ceremony as a part of the inaugural function of the Students Council. The office bearers and the members of the Students Council actively engaged themselves in organizing the year-round activities, The elected members of the Students Council are vested with their responsibilities of helping the members of the

faculty and coordinating with the administration for effectively organizing and conducting the college programs under the aegis of Student Council. The common college activities are planned well in advance and are executed effectively by the student council. Student Council organizes all the major events.

They take up their responsibilities seriously and disperse their duties effectively. Their services are organized and appreciated in the voluntary function of the council conducted at the end of the academic year even at the departmental level. The council is run by the students under the guidance of the faculty. The Students Council aims to create a stronger relationship between the students and the staff and the students' representation in various academic and administrative bodies.

File Description	Documents
Paste link for additional information	<a href="https://dtacollege.org/pdf/student/Students%20Representation%20and%20Engagement%202020-2021.pdf">https://dtacollege.org/pdf/student/Students%20Representation%20and%20Engagement%202020-2021.pdf</a>
Upload any additional information	No File Uploaded

### 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

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
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)	<a href="#">View File</a>

### 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

The college has not registered an Alumni Association but a provisional Alumni Association is working in the college. The alumni association is formed with the objectives of sharing knowledge, experience, and opportunities among the faculty and the students. Every academic year the renowned alumni are invited.

File Description	Documents
Paste link for additional information	<a href="https://dtacollege.org/pdf/student/Alumni%20Contribution%202020-2021.pdf">https://dtacollege.org/pdf/student/Alumni%20Contribution%202020-2021.pdf</a>
Upload any additional information	No File Uploaded

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

## 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:

Excellence in higher education, empowerment through knowledge, inclusive growth for socioeconomic change, and sustainable development, contribute towards the creation of a tolerant equitable enlightened society.

#### MISSION:

We are committed for the betterment of society through the students in the mofussil areas and to enable them to be responsible citizens of our nation.

The governance of the institution is reflective: The empowered team of the college. The principal monitors the mechanism regarding administration and academic process. There are many committees to support the vision and mission of the college. All the committees take responsibility for the plans and activities. For academic performance meetings with HoDs and faculty of various departments are done. The principal continuously monitors each room individually by CCTV installed for teaching class, classroom activities, and the movement of students in hallways and outside of the campus. The perspective plans are implemented by the principal with the finance committee. The financial requirements are proposed by various committees and the Principal and the CDC committee approves it.

File Description	Documents
Paste link for additional information	<a href="https://dtacollege.org/About%20College.html#">https://dtacollege.org/About%20College.html#</a>
Upload any additional information	No File Uploaded

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

#### Decentralization:

1. **Authority Level (Principal):** The Authorities Council delegates all academic operational decisions based on policy to the Academic Monitoring Committee (Academic Committee) headed by the Principal.

2. **Managing Level (Faculty):** Faculty members are given representation of various committees, and cells allowing them to conduct various programs or activities.

3. **Working Level (Student):** Students are empowered to play active roles as coordinators in various co-curricular, and extra-curricular activities as well as in IQAC, students Council, Students Grievance, Anti-raging cell, Cultural activities, NSS activities, etc.

#### Participative Management:

Democratic spirit in the administration is the core principle of our college. All the faculty members are at liberty to choose their area of interest in administrative work. Staff meetings are held frequently to arrive at decisions in many sensitive areas. All the staff members are accommodated in various academic and administrative committees. No decision regarding the administration is taken without proper procedure. The committees below reflect the democratic nature and spirit of decentralization prevalent on the campus:

IQAC Committee

Time Table Committee

Internal Evaluation Committee

Admission Committee

Internship Committee

Skill Development Committee

Examination Committee

Anti-Ragging Committee

NSS

File Description	Documents
Paste link for additional information	<a href="https://dtacollege.org/About%20College.html#">https://dtacollege.org/About%20College.html#</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Over the past few years, the college has shown tremendous growth. If this is to be sustained, strategies must be formulated, communicated, and implemented effectively. Both perspective and strategic plan documents are available in the college.

**Strategic Plan**

To plan to introduce job-oriented courses.

To offer certificate and value-added courses through various excellence.

To introduce skill development and value-oriented course Implementation.

To carry out extension activities through NSS.

To conduct staff Development Programmes to enhance the skills and knowledge of the teaching and non-teaching staff.

To admit more students from socially deprived societies with nominal fees and scholarships.

To establish a functional Memorandum of Understanding with various organizations for skill development training.

To identify and train the youth from rural areas in sports activities.

To encourage the students to participate in co-curricular/ extracurricular activities

To construct separate buildings for the library and reading hall.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://dtacollege.org/About%20College.html#">https://dtacollege.org/About%20College.html#</a>
Upload any additional information	No File Uploaded

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 functioning of the institutional bodies is governed by Naigaum Education Society Mumbai.

## Administrative Setup

The Organizational structure consists of the chairman and other members. The Chairman of the Governing body is Mr. Mahipati Satale.

## College Development Committee (CDC)

Constituted as per Maharashtra University Acts, 2016 College Development Committee is an apex body and Acts as a link between the management and the College. The Principals, Teacher Representatives, and Non - non-teaching staff Representatives are part of the CDC.

## Internal Quality Assurance Cell (IQAC)

It comprises the Principal, Co-ordinator, teachers, members of the management of Naigaum Education Society, Mumbai, and other stakeholders like student representatives, Alumni, parent representatives, and representatives from education, and corporate sectors.

## Academic Administration

The Principal is assisted by Vice Principals followed by the Heads of the departments and faculty members.

## Internal Committees

The functioning of the College is carried out effectively with the different internal committees dedicated to student development through academic, research, curricular, extracurricular, extension, and outreach programs and activities conducted in the academic year.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://dtacollege.org/pdf/Institutional%20Bodies/Functionating%20of%20Institutional%20Bodies%202020-2021.pdf">https://dtacollege.org/pdf/Institutional%20Bodies/Functionating%20of%20Institutional%20Bodies%202020-2021.pdf</a>
Upload any additional information	No File Uploaded

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

D. Any 1 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

#### Teaching

Medical Leave, Provident Funds, Faculty Development Programme, Causal Leave, Maternity Leave, Loan Facility, Recommendation for loan of other Banks, Doctor in Campus. Felicitation on Achievement, Facilitation on Birthday, R.O. Drinking water on campus, Free internet connection. Separate parking, Availability of Hall for staff welfare functions.

#### Non-Teaching

Medical Leave, Provident Funds, Faculty Development Programme, Causal Leave, Maternity Leave, Loan Facility, Recommendation for

loan of other Banks, Doctor in Campus. Felicitation on Achievement, Facilitation on Birthday, R.O. Drinking water on campus, Free internet connection. Separate parking, Availability of Hall for staff welfare functions. Earned Leave.

File Description	Documents
Paste link for additional information	<a href="https://dtacollege.org/pdf/Aspect/Staff%20Welfare%202020-2021.pdf">https://dtacollege.org/pdf/Aspect/Staff%20Welfare%202020-2021.pdf</a>
Upload any additional information	No File Uploaded

### 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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 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

0

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	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 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

0

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	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

#### Teaching Staff

1. Every year teaching staff is asked to fill academic appraisal forwarded by HoD and IQAC.

2. The appraisal flow goes as: 1. teaching staff himself write justifications for their academic activities. 2. HoD writes comments on the performance of the faculty. 3. Principal gives recommendation.

3. Confidential report of the performance of the faculty submitted to the service book.

4. The IQAC collects the responses via the Student Satisfaction Survey. The feedback on teaching-learning evaluation and interaction with the students was conveyed to the respective department(s) in sealed envelopes. The HoD takes due cognizance and informs the faculty of necessary improvements.

#### Non-Teaching Staff

1. Every year section in charge submits due confidential reports to the principal office.

File Description	Documents
Paste link for additional information	<a href="https://dtacollege.org/pdf/Aspect/Performance%20Appraisal%20System%202020-2021.pdf">https://dtacollege.org/pdf/Aspect/Performance%20Appraisal%20System%202020-2021.pdf</a>
Upload any additional information	No File Uploaded

### 6.4 - Financial Management and Resource Mobilization

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

#### Internal Audit

The Institute has established a mechanism for conducting internal audit for every financial year to ensure financial compliance. The accountant authorities from the CDC and management authorities assess the account during fixed interval meetings and they give their valuable advice.

#### External Audit

For the external Audit, CA Nimith B. Gujrati is appointed by the Daund Taluka Arts and Commerce College. Mr. Gujrati uploads the

necessary documents on the web portal of the Auditors Association.No objections were raised by the external auditor.

File Description	Documents
Paste link for additional information	<a href="https://dtacollege.org/pdf/audit/Audit%20Report%202020-2021.pdf">https://dtacollege.org/pdf/audit/Audit%20Report%202020-2021.pdf</a>
Upload any additional information	No File Uploaded

#### 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)

0

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)	<a href="#">View File</a>

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

A College mobilizes its funds through various resources such as fees from students, Salary grant received from government for aided staff.College also receives funds from SPPU for quality improvement programs, Earn and Learn Scheme. Purchasing Committee takes decision of purchase of capital equipment. Committee reviews quotations given by vendors thoroughly and final decision is taken on the basis of comparative analysis.

College has building committee which authorizes infrastructure development or creation of permanent structure at campus. Every year budget is prepared taking into consideration requirements of each department, office and various committees. Budget is presented before Naigaum Education Society, Mumbai which approves the same. Special permission is required for non-budgeted expenditure.

File Description	Documents
Paste link for additional information	<a href="https://dtacollege.org/pdf/audit/Mobilization%20of%20Funds.pdf">https://dtacollege.org/pdf/audit/Mobilization%20of%20Funds.pdf</a>
Upload any additional information	No File Uploaded

## 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

Under the aegis of IQAC the Academic Planning Committee prepares a detailed academic plan for each academic year and ensures optimum utilization of the available infrastructure. Academic Calendar is prepared and uploaded on the institutional website.

The college IQAC meets regularly and prepares, evaluates and recommends the following for approval:

**AQAR**

**Soft Skill Courses**

**Celebration of various days**

**Encouragement of making functional MoUs**

**Extension Activities**

**Curriculum Development**

**Teachers participation in conferences and research**

**Feedback**

**Students project and internship program**

**Add-on and Certificate courses implementation**

File Description	Documents
Paste link for additional information	<a href="https://dtacollege.org/pdf/igac/IQAC%20Contribution%202020-2021.pdf">https://dtacollege.org/pdf/igac/IQAC%20Contribution%202020-2021.pdf</a>
Upload any additional information	No File Uploaded

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

The College has a functional IQAC setup as per a norm that includes Teacher Representatives, Members from Management, a representative of Administrative Staff, one nominee each from Local Society, Students, Alumni, Employers, Industry and Parent. IQAC has constituted a feedback committee which seeks feedback regularly from all stakeholders.

Based on the feedback an action is taken in the form of a communication to the concerned teachers and the teachers are suggested to conduct bridge courses, add-on courses and remedial courses and to use ICT based teaching methods to improve the teaching learning process.

Every teacher is expected to submit a work done report periodically on teaching learning process and co-curricular and extracurricular activity. Every year teacher is expected to fill annual Performance Based Appraisal Form which IQAC scrutinizes for API verification.

File Description	Documents
Paste link for additional information	<a href="https://dtacollege.org/pdf/igac/IQAC%20Contribution%202020-2021.pdf">https://dtacollege.org/pdf/igac/IQAC%20Contribution%202020-2021.pdf</a>
Upload any additional information	No File Uploaded

**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**

**D. Any 1 of the above**

**audit recognized by state, national or international agencies (ISO Certification, NBA)**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://dtacollege.org/pdf/igac/IOAC%20Contribution%202020-2021.pdf">https://dtacollege.org/pdf/igac/IOAC%20Contribution%202020-2021.pdf</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **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

College Women's Cell conducts various activities every year. This academic year most of the period we have suffered due to the COVID lockdown and College was running in online mode. Many activities were specially organized for the promotion of gender equality. To promote gender equality and create awareness of female contribution to society the following days were celebrated in the college.

Savitribai Phule Birth Anniversary on 3rd January.

Jija Mata Saheb Jayanti on 12th January.

International Women's day on 8th March.

File Description	Documents
Annual gender sensitization action plan	<a href="https://dtacollege.org/pdf/student/Gender%20Sensitization%20Action%20Plan%202020-2021.pdf">https://dtacollege.org/pdf/student/Gender%20Sensitization%20Action%20Plan%202020-2021.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

#### Solid Waste

Every department in the college as well as the administrative office generates some waste and throws it in the dustbin. There are dustbins in many places in the building. Sweepers pick up trash. Employees regularly dispose of small bins in the Gram Panchayat's vehicle. The use of plastic is not permitted on campus.

#### Liquid Waste

The liquid waste generated is Sewage waste. However, the liquid waste generated from the college is discharged into the Gram Panchayat's Sewage Management Drain and disposed of.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="https://dtacollege.org/Waste_Management.html">https://dtacollege.org/Waste_Management.html</a>
Any other relevant information	No File Uploaded

**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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**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	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

**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**

D. Any 1 of the above

**following 1.Green audit 2. Energy audit  
3.Environment audit 4.Clean and green  
campus recognitions/awards 5. Beyond the  
campus environmental promotional activities**

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

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment  
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**D. Any 1 of the above**

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

**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).**

The initiatives are to promote better education, economic upliftment of the needy, and setting communal harmony. The College believes in the equality of all cultures and traditions as is evident from the fact that students belonging to different castes, religions, and regions are studying without any discrimination.

Organizes extension activities in college as a part of Education Social Responsibility.

Masks and sanitizer distribution to needy people has been conducted.

College organized field visits in nearby areas.

College celebrates Sanvidhan Day.

College celebrates the national festivals, birth anniversaries, and memorials of great Indian personalities. The college organizes Youth and Cultural festival. NSS Units participate in programs related to social issues. Second-year students are required to compulsorily complete the project on environment.

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

The College has taken several initiatives in launching many programs which aim at Sensitization of students and employees of the Institution to constitutional obligations.

The Tree Plantation Programme is one such program initiated by the college help students to understand their role and contribution to the environment.

Constitution Day is celebrated on 26th November every year. The

program initiates with a Preamble reading of the constitution followed by lectures on the sensitization of students on responsibility towards the constitutional values, rights, duties, and responsibilities of citizens. Students are encouraged to participate in activities like essay competitions on the related themes.

Dr. Babasaheb Ambedkar's birthday was celebrated. At that time, the contribution of Dr. Babasaheb Ambedkar in drafting the constitution is explained and the constitutional obligations are introduced to the students. Adequate copies of the constitution are kept in the college library.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
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 periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

A. All of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
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

The institution takes the lead in celebrating, Independence Day, Republic Day, and Maharashtra Day; along with these national celebrations the founder's day is also celebrated. Along with these celebrations, the following activities were conducted;

Chhatrapati Shivaji Maharaj jayanti on February 19,

International Women's Day on 08 March,

Shahid Divas on 23 March,

Mahatma Jotiba Phule Jayanti on 11 April,

Dr. B.R. Ambedkar Birth Anniversary on 14 April,

Hiroshima Day on 06 August,

Mahatma Gandhi Jayanti on 02 October,

Lalbahadur Shastri Jayanti on 02 October,

Dr. A. P. J. Abdul Kalam's Birth Anniversary on 15 October,

Constitution Day 26 November,

Dr. B.R. Ambedkar Death Anniversary on 06 December,

Anti-Terrorism Day: Online Oath Taking activity on 21 May, Human Rights Day on 10 December.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
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.

During the pandemic situation to overcome the academic stress and combat the Situation College initiated a college helpline for students. Institutional email ID was provided to every student to conduct the class's online mode. Classes and examinations were successfully conducted in the online mode. A series of lectures were organized to create awareness with the topic " health, security, peace and development".

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

### 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

Performance of college in one area Distinctive to its Priority and Thrust College has provided tremendous thrust and priority to its Program of Diversity Inclusion and Integration.

The college emphasizes the need to mainstream the marginalized and weaker sections of students.

College is providing barrier-free education for all students.

The college provided financial assistance to several students with partial fee waivers and also full fee waivers. An installment policy is widely used when paying fees. Students are alerted to fill up the forms of scholarship.

College during the COVID-19 pandemic, provided a vital support structure to conduct Online Teaching-Learning for all students.

College Administration took a special initiative to deposit scholarships in student bank accounts for all eligible students.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

**Future Plan: The Criteria plan is given herewith**

**Criteria I: 1. Strengthening of value-added courses, 2. Introduction of skills-based courses.**

**Criteria II: 1. Target for the participation of 100 student's satisfaction surveys. 2. Effective use of ICT-enabled classrooms by every department. 3. Training and workshop for use of ICT-enabled classroom. 4. Action taken report on feedback given by stakeholders.**

**Criteria III: 1. Encourage faculty members to apply for different funding agencies. 2. Conduct workshops and seminars on intellectual property rights. 3. Incentive to teachers for their achievements, awards, and publications. Criteria IV: 1. Automation of library.**

**Criteria V: 1. Organizing department-wise remedial classes. 2. Guidance to advanced learners. 3. Facilitating students by availing more free-ship, scholarships and donor parents. 4. Strengthening facilities for the differently abled.**

**Criteria VI: 1. Funds for conference "Promotion of quality" policy. 2. Promotion of e-governance policy. 3. Internal and external AAA. 4. e-content development. 5. Alumni registration. 6. Strengthening parent-teacher association.**

**Criteria VII: 1. Green Audit. 2. Implementation of Rain Water Harvesting structure. 3. Initiatives towards Environmental Consciousness, Environmental Audit. 4. MoUs for E-Waste management. 5. Awareness program on code of conduct**