



Yearly Status Report - 2019-2020

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	NAVNIIRMAN SHIKSHAN SANSTHA'S LAXMIBAI SITARAM HALBE COLLEGE OF ARTS, COMMERCE AND SCIENCE, DODAMARG
Name of the head of the Institution	Dr. S. U. Darekar
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02363256736
Mobile no.	9421957461
Registered Email	nss_dodamarg@rediffmail.com
Alternate Email	dr.darekarsu@gmail.com
Address	A/P. Kasai Dodamarg, Tal. Dodamarg Dist. Sindhudurg - 416512 (M.S.)
City/Town	Dodamarg
State/UT	Maharashtra

Pincode	416512																		
2. Institutional Status																			
Affiliated / Constituent	Affiliated																		
Type of Institution	Co-education																		
Location	Rural																		
Financial Status	state																		
Name of the IQAC co-ordinator/Director	Mr. Ramkisan A. More																		
Phone no/Alternate Phone no.	02363256736																		
Mobile no.	9637976146																		
Registered Email	lshalbeiqac@gmail.com																		
Alternate Email	ramkisanmore@yahoo.com																		
3. Website Address																			
Web-link of the AQAR: (Previous Academic Year)	http://halbecollege.in/download/naac_aqar_2018-19.pdf																		
4. Whether Academic Calendar prepared during the year	Yes																		
if yes,whether it is uploaded in the institutional website: Weblink :	http://halbecollege.in/download/Academic_Calendar_2019-20.pdf																		
5. Accrediation Details																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>2.08</td> <td>2017</td> <td>12-Sep-2017</td> <td>11-Sep-2022</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	2.08	2017	12-Sep-2017	11-Sep-2022
Cycle	Grade	CGPA	Year of Accrediation	Validity															
				Period From	Period To														
1	B	2.08	2017	12-Sep-2017	11-Sep-2022														
6. Date of Establishment of IQAC	20-Sep-2017																		
7. Internal Quality Assurance System																			
Quality initiatives by IQAC during the year for promoting quality culture																			
Item /Title of the quality initiative by	Date & Duration		Number of participants/ beneficiaries																

IQAC		
I. Q. A. C. Meeting	15-Jun-2019 01	11
Submission of A.Q. A. R.	28-Dec-2019 03	3
I. Q. A. C. Meeting	16-Dec-2019 01	11
Feedback from Students	26-Apr-2020 04	45
Feedback from Alumni	27-May-2020 02	10
Feedback from Teachers	14-Apr-2020 11	11
Feedback from Employers	27-May-2020 02	3
I. Q. A. C. Meeting	27-Mar-2020 01	10
Conducted Students Satisfaction Survey	17-Mar-2020 01	61
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Department of Library	Book Grant Scheme	ICSSR, WRC, Mumbai	2020 365	25000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

Guest Lecture on revised NAAC guidelines was organized on December 17, 2019.

Workshop on Intellectual Property Rights was organized on 28th February 2020

Collected and analysed feedback from students, teachers and other Stakeholders.

The IQAC kept track of the schedules/plans and implementation of the various academic and administrative activities and intervened whenever necessary with suggestions to ensure the maintenance of quality parameters.

Motivated teachers to apply for Minor Research Projects; resultantly, two Minor Research Projects to Dr. P. D. Gathade and Dr. S. N. Jadhav with amount of Rs. 50000/- and 45000/- respectively were sanctioned by University of Mumbai.

[View File](#)

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

Plan of Action	Achivements/Outcomes
To form various committees	The annual committees were formed
To prepare academic calendar	The Academic Calendar was prepared
To Conduct online feedback from various Stakeholders	Online feedback was taken from the stakeholders.
To motivate teachers to submit proposals for Minor Research Projects	Two Minor Research Projects to Dr. P. D. Gathade and Dr. S. N. Jadhav with amount of Rs. 50000/- and 45000/- respectively were sanctioned by University of Mumbai.
To organize workshop on Intellectual Property Rights	One Day workshop on Intellectual Property Rights was organized in the college. Adv. M. D. Patade and Asst. Prof. S. S. Padgaonkar were the resource persons for the workshop.
Building Career Paths and enhancing competencies of the students	10 talks focusing on career opportunities were organized across the departments
To collect feedback from stakeholders.	The following Google forms were developed to seek feedback from the stakeholders. • Students' feedback on syllabus • Alumni's feedback on curriculum • Students' evaluation of teachers • Faculty's feedback on curriculum • Employers' feedback on curriculum • Students' feedback on library sources and services. The responses of the stakeholders were

analysed and put forth in the IQAC meeting.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body

Meeting Date

College Development Committee

17-Dec-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

20-Jan-2020

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

Our institution has implemented Management Information System (MIS) in the following area of its operations.

- Office administration:
 - Online admission of students at B.A. and B.Com.
 - Online payment of teaching and nonteaching staff.
 - Scholarships to students under different categories offered by State Government, Hindustan Petroleum Corporation Limited (HPCL), University of Mumbai under various schemes.
- Examination Department:
 - Examination form of Sem V/VI at UG level are submitted online
 - Result of Sem I to IV of B.A. and B.Com is declared online.
- Library:
 - Library is automated with eGranthalay 3.0 software using barcode technology for smooth functioning of Library.
 - Users are motivated to use OPAC for searching documents.
- Online Communication in COVID 19 Pandemic:
 - In the Crises of COVID - 19, a WhatsApp group namely "Halbe College Staff" was created for communication. All the Staff members are included in the group. Through this group and emails, all the messages were communicated regarding the academic activities.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

For the entire programme the curriculum is designed by University of Mumbai. The main role of college is in academic planning, implementation, providing support, assessment and evaluation. IQAC along with Academic Calendar and Prospectus Committee prepares an academic plan of the year. Time table committee designs Time-table for all programs as per the university norms. It is displayed on the notice board. At the beginning of an academic session, a general meeting of the teaching and non-teaching staff with the Principal is held to discuss the prospective plans in executing the syllabus. Teachers are informed about their workload for the academic year. This helps them to prepare teaching plan. The lecture plans are recorded in Academic Diary of teachers. The principal monitors the same. Teachers are expected to execute their course deliverables as mentioned in Teaching plan. Teachers refer to the standard reference books prescribed by University along with latest information available online and other resources for effective implementation of curriculum. Besides the use of conventional method, various other teaching methods like Quiz, Group Discussion, PPT Presentations, Seminar method, Allied Projects, Screening of videos and short films, Assignments, Use of charts and graphs, Case studies are used for effective curriculum implementation. Based on semester wise result analysis of every course corrective measures are suggested by IQAC and extra and remedial lectures are conducted if required. Academic review and feedback are taken periodically. Concerned authorities conduct regular meetings to review the difficulties faced while teaching. At the end of academic year Internal Quality Assurance Cell of the college collect feedback on curriculum, collected feedback is analysed, report is prepared and necessary action is taken for the better improvement.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
A Certificate Course in E- Filing of Income Tax	-	29/01/2020	30	employability	Accounting Skills
Surveying	-	01/02/2020	21	employability	Analytical and research skills
Certificate Course in Cashew Processing	-	01/08/2019	30	entrepreneurship	Business Skills

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction

BA	Not Applicable	17/12/2020
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Marathi, Hindi, English, Economics, Geography	20/03/2019
BCom	Accountancy, Business Management	20/03/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	79	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
00	30/11/2020	Nil
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Plastic Kachara Pradushan- Ek Samasya	2
BA	Jal Sankat- Samasya aur Samadhan	2
BCom	The Impact of Income and Age on Behavior towards Online Shopping Experience in College Students with special reference to Dodamarg Taluka	2
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

The institution collects feedback from students, alumni, employers, and teachers. The feedback process is co-ordinated by IQAC members. In the academic year 2019-20 feedback is collected through Google forms. The feedback is conducted regarding the teaching learning process, teachers' punctuality, preparedness regarding the classless, timely responding to the students query, teaching methods etc. Feedback is also conducted regarding the availability of resources, library services provided to the students, library timing, timely attending the queries etc. The collected feedback is analysed and report is submitted to the Principal for further necessary action.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Accountancy, Business Management	360	118	118
BA	Marathi, Hindi, English, Economics, Geography	360	100	100

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	218	Nil	9	Nil	9

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
9	9	2	1	Nil	5

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college has a mentor-mentee system. For each class, a parent-teacher is appointed who mentors the students whenever they are in need. The parent-teacher assists students in solving their problems and also monitors their attendance and performance. As the total strength of the classes is lesser, the parent-teacher can tackle students' problems and difficulties in person. It helps students to communicate their difficulties to the college administration and get them resolved. It also assists the Principal to know about the particular class and

execute academic plans for students through parent-teachers. Alongside this, induction programmes are organized for first year students. Teachers introduce the college to the newly admitted students and also explain the vision, mission and objectives of the college, various activities conducted by various departments and committees of the college, examination pattern and career opportunities in the field of Arts and Commerce. The Librarian provides the information of the resources available in the college library and makes them familiar with the library services and its functioning. Under Mentor-Mentee system, the college has formed "Maitri Sangh". Members of this committee work for providing assistance to the students. Teachers and non-teaching staff duly inform students about various scholarships under different categories and also assist them in applying for these scholarships. Competitive Examination and Career Guidance Cell organizes guest lectures of experts for students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
218	9	1:24

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
9	9	Nil	Nil	6

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2020	Mr. S. N. Jadhav	Assistant Professor	Ph.D. by University of Mumbai
2020	Mr. P. N. Dhepe	Assistant Professor	Ph.D. by Swami RamanandTeerth Marathwada University, Nanded

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	2C00146	SEM VI	10/10/2020	29/10/2020
BA	3A00146	SEM VI	10/10/2020	31/10/2020

[View File](#)

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As per the guidelines of the affiliating University, the institution has formed College Examination Committee for the smooth conduct of examinations and making policy decisions in terms of organizing examinations and improving the examination system. The college follows university norms on CIE. The university conducts 100 marks theory papers and no internal marks system left with the institutions, except for few papers. Notwithstanding, for internal evaluation,

teachers periodically conduct class tests of the students to know the level of their understanding of the syllabi and knowledge. The Principal conducts review meetings to give necessary feedback for the improvement of students' performance. Remedial classes are conducted for slow learners.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

At the commencement of the new academic year, Academic Calendar and Prospectus Committee of our college, in discussion with I.Q.A.C., prepares an academic calendar. The academic calendar includes the academic activities like Semester Commencement dates, Term- End dates, tentative schedule of Semester End Examinations, Co-curricular and extra -curricular activities and commencement of theory and practical examination as per University of Mumbai guidelines. It is prepared by referring the state calendar and the academic calendar of the affiliating university to ensure smooth conduct of the activities of the College. Unless any coincidence occurred the given date of event is followed accordingly. The effectiveness of the process is maintained through effective monitoring by the Principal.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://halbecollege.in/download/Program_and_Course_Outcomes.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
2C00146	BCom	Acc, Business Man agementounta ncy	37	37	100.00
3A00146	BA	Marathi, Hindi, English, Economics, Geography	22	22	100.00

[View File](#)

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://halbecollege.in/download/Students_Satisfaction_Survey_2019-20.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Null	365	University of Mumbai	50000	0

Nil	365	University of Mumbai	45000	0
View File				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Workshop on Intellectual Property Rights	Internal Quality Assurance Cell	29/02/2020

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
00	00	00	01/12/2020	00
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
00	00	00	00	00	01/12/2020
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Not Applicable	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	English	3	5.67
International	Geography	2	6.29
National	Marathi	1	6.29
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Geography	2
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as	Number of citations
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					mentioned in the publication	excluding self citation
00	00	00	2019	0	00	Nil
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
00	00	00	2020	Nil	Nil	00
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	5	49	9	Nil
Presented papers	1	6	Nil	Nil
Resource persons	Nil	Nil	Nil	1
No file uploaded.				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Tree Plantation	NSS in collaboration with forest office, Dodamarg	8	97
Eye Check up Camp	NSS in collaboration with Sindhudurg Live and Lupin Foundation	2	54
Hemoglobin Check up Camp	DLLE and NSS in collaboration with Gramin Rugnalay Dodamarg	11	71
Fund for Rehabilitation of Flood Affected People of Kolhapur and Sangli Districts	DLLE, NSS and NCC units of the college	11	51
Covid-19 Awareness Program	DLLE in collaboration with IQAC	9	90
Distribution of	College in	6	Nil

essential grocery items to the needy families during lockdown due to COVID-19	collaboration with Tehsildar Office, Dodamarg		
Distribution of Folic Acid Tablets	NSS in collaboration with Rural Hospital, Dodamarg	4	65
Cleanliness Drive	DLLE and NSS in collaboration with Nagarpanchayat, Kasai Dodamarg	5	74
Swacchh Bharat Abhiyan	NSS in collaboration with Ghotgewadi Grampanchayat	3	55
Legal Awareness Programme	NSS in collaboration with Ghotgewadi Grampanchayat	2	55
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
00	00	00	Nil
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Voters Awareness Programmes	DLLE in Collaboration with Tehsil Office Dodamarg	Street Play, Rangoli Competition and Rally	2	77
Hemoglobin Check Up Camp	NSS in collaboration with Rural Hospital Dodamarg	Hemoglobin Check Up Camp	9	74
Aids Awareness Programme	College NSS unit in collaboration Sathi Sanstha, Mumbai	Poster Presentation	9	74
Swachh Bharat Abhiyan	College in collaboration with Nagarpanchayat,	Plastic Pick Up Camp	9	74

[View File](#)**3.5 – Collaborations**

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
A. D. Shroff Memorial Elocution Competition	32	Forum of Free Enterprises, Mumbai	02
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
00	00	00	01/12/2020	01/12/2020	00
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Shri Pancham Khemraj Mahavidyalaya, Sawantwadi	08/07/2019	To promote and enhance policies that will improve students education and overall well- being	43
Kasai Dodamarg Nagar Panchayat	09/07/2019	To create awareness regarding public health, sanitation	87
Tehsil office, Dodamarg	15/07/2019	Spreading voter awareness and promoting voter literacy in society	79
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES**4.1 – Physical Facilities**

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Class rooms	Existing
Campus Area	Existing
Seminar halls with ICT facilities	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
e- Granthalaya	Partially	3.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	4179	619104	22	3312	4201	622416
Reference Books	1127	313273	21	5816	1148	319089
e-Books	145	Nill	3141309	5900	3141454	5900
Journals	19	8000	Nill	Nill	19	8000
e- Journals	Nill	Nill	6150	5900	6150	5900
CD & Video	10	Nill	Nill	Nill	10	Nill
Library Automation	Nill	Nill	Nill	Nill	Nill	Nill
Weeding (hard & soft)	451	59344	Nill	Nill	451	59344
Others(s pecify)	2332	303606	Nill	Nill	2332	303606
Others(s pecify)	Nill	Nill	6	9454	6	9454
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. S. N. Jadhav	Cleft Sentence	youtube	18/04/2020
Dr. S. N. Jadhav	Extrapolation	youtube	01/05/2020
Mr. S. S.	Contract Costing	youtube	13/03/2020

Padgaonkar			
Mr. S. S. Padgaonkar	Final Accounts of non- profit organizationsBasics of partnerships	youtube	13/03/2020
Mr. S. S. Padgaonkar	Basics of Partnership	youtube	23/04/2020
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	16	7	1	1	0	3	2	100	2
Added	0	0	0	0	0	0	0	0	0
Total	16	7	1	1	0	3	2	100	2

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
00	00

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
367200	57726	0	160453

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

1. Policy for using Facilities College Development Committee ensures the optimum use of physical facilities in the college. The policy also provides a framework for the optimum use of physical assets. The allocation of space for usage is decided at college level by the Principal. Classroom scheduling enables students to attend classes and prepare their schedule accordingly and institutional resources are used efficiently. Allocation and usage of classrooms are decided by Time-Table committee. The classrooms are allocated according to number of Programs and student strength of each class. The time-table is designed in such a way that there is optimal use of classroom space. The class which has enrolled "Divyang" students will be given priority in assigning the classroom which is easily accessible. For such activities, permission must be taken by organizers from the Principal of the college. The administrative office locates on the ground floor having required space and physical facilities like cupboards, tables, chairs, computers, printers,

internet and LAN connections. This space is optimally utilized and is convenient for students and other stakeholders to approach. Guest lectures, seminars, Hindi Pakhawada, Marathi Bhasha Pandharwada, Annual Days, and other programs are arranged by different departments for students. These programs are helpful for students to acquire knowledge and to get acquainted with recent developments in the subjects. To conduct these activities, seminar hall is made available however depending on the number of participants the place is sometimes changed. Library space is classified into five categories: reading room, stack area, journals/periodicals section, online resources area, OPAC area. The rules about sports facilities are designed by the college Gymkhana committee. The aim is to serve as general guidelines to all the users and source of information pertaining to College sports facilities. The college authority reserves the right to modify or amend these rules whenever necessary. Announcements concerning the above are conveyed via notice boards on the premises accordingly. All sports equipments available in the campus are mainly used for sports education, training, competition, and recreation by college students, faculty and staff members. The college has a maintenance policy of facilities. The routine cleaning and maintenance of classroom and physical space is performed by the peon of the college regularly. Renovation, alteration, and improvement of the existing academic, research, and support buildings is decided by the Principal in consultation with concerned head of the program. The requirement for this is made to Management of the college and after getting their permission the work is carried out. For maintenance of IT infrastructure and Electric fittings and appliances separate computer technician and electrician are made available for day-to-day technical needs as well as replacement and repair requests. The computer technician looks after maintenance of IT resources like computers, printers, replacement of tonners, software problems, networking problems. Electrician is responsible for replacement or fitting of tubes, bulbs, switches, MCB boxes, water pump etc. Technicians are made available when the need arises. If the problem is major it is brought to the notice of the college principal.

http://halbecollege.in/download/Procedures_and_Policies.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	00	0	0
Financial Support from Other Sources			
a) National	Government of Maharashtra Post Matric Scholarship	71	29290
b) International	00	Nil	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Guidance for Competitive Examinations	17/07/2019	85	Expert Brain Academy, Pune

Remedial Classes	05/09/2019	40	College Commerce, Economics, Geography and English Department
Yoga for health	21/06/2019	82	College NSS Department
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2020	Competitive Examination and Career Guidance	85	Nil	Nil	Nil
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
00	Nil	Nil	00	Nil	Nil
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	7	B.Com.	Commerce	Raosahab Gogate College of Commerce and Smt. Saraswatibai Ganshet Walke College Of Arts. Banda	M.Com.

(Panval)

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	Nil
SET	Nil
SLET	Nil
GATE	Nil
GMAT	Nil
CAT	Nil
GRE	Nil
TOFEL	Nil
Civil Services	Nil
Any Other	Nil
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Essay Competition on Vyasamukti Nil	Intra College	11
Elocution Competition on "Vyasanche Dushparinam Nil	Intra College	11
Celebration of Mahatma Phule Birth Anniversary Nil	Intra College	28
Celebration of Hindi Din Nil	Intra College	36
Food Festival Nil	Intra College	49
Celebration of Savitri Utsov on the occasion of Savitribai Phule Birth Anniversary Nil	Intra College	52
Celebration of Vachan Prerna Din Nil	Intra College	21
Celebration of Dr. S. R. Ranganathan Birth Anniversary Nil	Intra College	41
Students Induction Programme Nil	Intra College	22
UDDAN Festival of DLLE Nil	University of Mumbai Zonal Level	14
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	00	National	Nil	Nil	00	00
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Student Council helps in maintaining academic discipline in the college. Members of the council assist in the smooth and successful conduct of the co-curricular and extracurricular activities. They also help in coordinating cultural programmes at college level and Youth festival, organized by University of Mumbai. College Development Committee, Gymkhana Committee, Internal Quality Assurance Cell, Marathi Bhasha and Vangmay Mandal, English Literary Association, Hindi Literary Association, Bhugol Mandal Women Development Cell and other Committees have student representatives in them. The representatives of these committees actively participate in the college activities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

02

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

According to the Maharashtra Public Universities Act 2016, the college has formed College Development Committee (CDC). It acts as a link between the Governing Body of Navnirman Shikshan Sanstha and the college. The meetings of College Development Committee are organized regularly to discuss matters related to the college development, student progression and faculty development. Internal Quality Assurance Cell is established in the college and it plays a vital role at academic and administrative levels. The committee comprises representatives of the management, faculty, non-teaching staff, local members, students, alumni and the Principal. 38 various committees are formed in the college to conduct co-curricular and extracurricular activities aiming the qualitative development of the students and college. The college administration is decentralized through head of the departments, faculty members, office head, Committee chairman, members etc. and the role of each one is predefined. Under the supervision of Principal, Heads and committee members

prepare academic calendar for organizing curricular, co-curricular and extracurricular activities throughout the year. These plans are approved by the concerned authority and implemented accordingly. While preparing plan and its implementation of it views of stakeholders are taken into account. In the decision of purchasing of equipment and upgrading of infrastructure the entire faculty members are involved. The college has Library Advisory Committee. The Library Advisory Committee looks after the purchasing books and subscription of journals/periodicals. The Library Advisory Committee guides regarding the day to day activities of the library. Regular meetings of Library Advisory Committee are organized. In the meeting library advisory committee member prepare the budget for purchasing books, and subscribing journals/periodicals. The books are recommended by head of the department. The list of books is submitted to the librarian. The librarian then discuss with the library advisory committee members. After that the list is forwarded to the principal for getting the approval. The quotation is demanded and it is forwarded to the principal. The principal of the college forward it to the management. After getting the approval from management the librarian place order or subscribe journals. After receiving books in good condition, the bills are checked with price and discount and verified by the library staff for the acquisition. After verifying all the details regarding the books and bills the entry is done in the accession register. Then the bills are processed for payment with the accession entered against each book. Librarian certifies the above procedure before forwarding the bills to the account section. With the permission of college principal, the account section makes payment to the vendors. Similar procedure of decentralized and participative management is practiced for all the purchase made by the other department for organizations of co-curricular, extracurricular and sports activities in the college.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The institution is affiliated to University of Mumbai. Curriculum is designed and developed by the University of Mumbai. Internal Quality Assurance Cell conducts feedback on syllabus. The feedback is collected from all the stake holders of the institution. Collected feedback is analyzed and reported to the Principal. The two faculties of the institution namely Dr. P. D. Gathade and Mr. S. S. Padgaonkar have been appointed as the members of syllabus formation sub-committees.
Teaching and Learning	The principal of the college ensures an effective implementation of teaching learning process in the college. At the end of every academic year, IQAC of the college collects feedback from students. The students fill in the feedback forms and submit them to the IQAC. Students also submit feedback

regarding teachers' efforts in classroom teaching, punctuality, subject knowledge, delivery of content, using Information and Communication Technology in teaching etc. The feedback received from students is analysed and communicated to the principal. Based on the feedback, concerned teachers are suggested to improve or to adopt new techniques in teaching learning process.

Examination and Evaluation

The Principal of the college and the coordinator of college examination collaboratively conduct meetings of faculty and non-teaching staff of the college for a smooth conduct of examination and evaluation process. Information regarding supervision duties and rules of answer sheet evaluation are timely provided to all the staff members of the college. University of Mumbai has adopted Digital Exam Paper Delivery System (DEPDS). For final year examinations, the college receives question papers through DEPDS from the university. The college has appointed an IT Coordinator as per the instructions to the college by the university. Semester end examinations of the first and second year students are conducted by the cluster, formulated by the university. The college displays sitting arrangements of the students for the examination on the notice board well in advance

Research and Development

To strengthen and motivate the faculty members for improving and enhancing the standards of learning and research, the college has formulated Research Committee. This committee encourages and supports teachers for the preparation of minor research projects. Students are encouraged to participate in AVISHKAR Research Convention organized by University of Mumbai. Teachers are motivated to attend and present research papers in national, international conferences, symposium and workshops. The teaching staff is appraised, acknowledged and felicitated by the college for their Ph.D.s and research paper publications in national and international journals during general meetings and annual functions for encouragement and motivation.

<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>The institution practices the optimum use of ICT in the academic and administrative levels. The college library is automated with e-Granthalaya 3.0 software developed by National Informatics Centre, New Delhi. Issuing and returning of books in the library is done through the software. The data entry of all books is done in the library software. The library has its own web page and it is accessed through the tab given on the college website. The links of e-books and e-journals are given under the tab e-resources. The college library provides WEB OPAC and OPAC facilities to the faculty members and students.</p>
<p>Human Resource Management</p>	<p>The management firmly believes in participative decision making and functioning. The principal has formulated different committees to perform various functions and activities of the college. The members in some committees are rotated every year so that the involvement of staff in various activities increases. The active staff members are encouraged to take initiatives in various functions, activities and events. Conscious efforts have been taken by the management for the involvement of all elements of the system in institutional process. The teaching and non-teaching staff members are deputed to participate in various training programmes like Orientation Programme, Refresher Courses, workshops, short term courses, seminars, conferences and training programmes in order to upgrade themselves.</p>
<p>Industry Interaction / Collaboration</p>	<p>The college organize industry visit for the students. The College encourages faculty to practice collaborative activities with Nagarpanchayat, Nehru Yuva Kendra, Gramin Rugnalay, Dodamarg, Consumer Guidance Society, Mumbai, Forum of Free Enterprise, Mumbai and other institutes.</p>
<p>Admission of Students</p>	<p>Online admission is done at University of Mumbai website. After registering on the University of Mumbai website, the students collect admission form from college office. This procedure is tackled by the admission committee where students are provided assistance in filling in the forms. Later their forms are scrutinized and</p>

verified by the members of the admission committee. Career Counselling is also a part of the admission procedure. Whole admission process is monitored by the Principal and admission committee

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	The Internal Quality Assurance Cell has an email id. All the departments and committees of the college submit reports of the activities conducted by them through email. It saves the time of staff and expenses on paper works.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	Mr. D. Y. Barve	Workshop on Food Safety, At Ratnagiri	NA	490
2020	Dr. P. D. Gathade	Workshop at Phondaghat	NA	500
2020	Mr. R. A. More	National Seminar at Phondaghat	NA	670

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	SWAYAM NPTEL course awareness programme in collaboration with Teacher's Academy for Liberal Knowledge	SWAYAM NPTEL course awareness programme in collaboration with Teacher's Academy for Liberal Knowledge	31/10/2019	31/10/2019	10	4

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
A Three Day Faculty Development Programme and Management Development Programme on Research Methodology: Tools and Techniques	1	29/05/2020	31/05/2020	03
A Five Day Faculty Development Programme on "Evolution from Offline to Online Teaching" organized by Satish Pradhan Dnyansadhana College, Thane in association with Department of Information Technology of University of Mumbai, Yashwantrao Chavan Mahar	1	30/05/2020	03/06/2020	05
A Week Faculty Development Programme organized by Yashavantrao Chavan Institute of Science, Satara	1	26/05/2020	31/05/2020	06
Two Weeks Faculty Development Programme Organized by Dr. Babasaheb Ambedkar Chair, SNTD Womens	2	18/05/2020	30/05/2020	13

University, Mumbai. :Faculty Development Program				
International Faculty Development Program "Libraries Response to COVID 19: Enhanced Online Library Services" Organized by Bharatratna Maharshi Karve Knowledge Resource Centre and SHPT School of Library Science and SNDT Women's University, Mumbai.	1	12/05/2020	18/05/2020	07
International Librarian's Development Program" Organized by Anjuman- I - Islam's Akbar Peerbhoy College of Commerce and Economics	1	25/04/2020	30/04/2020	06
ARPIT Refresher Course in Emerging Trends Technologies in Library Information Services	1	01/09/2019	31/12/2019	120
Refresher Course	1	05/08/2019	21/08/2019	17
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
5	9	7	7

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Free Hemoglobin Check Up, HIV Aids Check Up	Free Hemoglobin Check Up	Free Hemoglobin Check Up, HIV Aids Check Up

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The college administration maintains finance and accounts systematically. Management takes periodic review of financial status of the institute. Institution conducts internal and external financial audits regularly. The institution has appointed CA Umesh Lovelekar, Ratnagiri as an auditor for internal audit. The external audit is done by the Joint Director of Higher Education, Konkan Region, Government of Maharashtra. Audit report and audited statements of accounts are discussed in College Development Committee and submitted to the Governing body as well as Joint Director of Higher Education, Konkan Region, Government of Maharashtra. Queries and suggestions are resolved satisfactorily. The institute also ensures timely submission of audited utilization certificate to various organizations.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
00	0	00
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6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	University of Mumbai	Yes	IQAC
Administrative	No	Nil	No	Nil

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Organized Parent Teacher meeting on 18 Oct. 2019 Organized Parent Teacher meeting on 18 Dec. 2019 Organized Alumni Meeting on 16 Dec. 2019

6.5.3 – Development programmes for support staff (at least three)

-

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Organized workshop on Intellectual Property Right. Received 2(F) and 12(B) status from University Grant Commission. Conducted online Feedback from various stakeholders.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No

c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Organized Guest lecture on revised NAAC guidelines	17/12/2019	17/12/2019	17/12/2019	10
2020	Organized Workshop on Intellectual Property Rights.	28/02/2020	28/02/2020	28/02/2020	53
2020	Conducted Online Feedback of various stakeholders	23/03/2020	31/05/2019	03/11/2020	76

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
National Girl Child Day	24/01/2020	24/01/2020	69	12
Savitri Utsov	03/01/2020	03/01/2020	37	15
International Women's Day	06/03/2020	06/03/2020	54	14

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Creating sustainable solution on E-waste Management. Guest lecture on Biodiversity and Human Beings. Geography Model Competition. World Geography Day. Nature Trail

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational	Number of initiatives taken to engage with	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
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	advantages and disadvantages	and contribute to local community					
2019	1	1	09/07/2019	03	Tree Plantation	To create Awareness about the importance of nature	105
2020	1	1	26/12/2019	01	Opening Library at NSS adopted village Ghotgewadi	To inculcate reading habit among the school children and youth	60
2020	1	1	04/03/2020	01	Nature Trail	To create awareness about environment and biodiversity	22
2020	1	1	23/08/2020	01	Hemoglobin Check up	To aware student about their health	82
2020	1	1	10/08/2019	01	Swachh Bharat Abhiyan	To create awareness about cleanliness among the students	79
2020	1	1	14/01/2020	01	Road Safety	To create awareness among students about road safety	82

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Conduct for Administrator	22/06/2019	a) The administrator should provide academic and administrative support to the

		<p>institution. b) The administrator should give moral support to the students and staff. c) The administrative staff members should depict standard professional behavior. d) The administrator should ensure financial transparency. e) The administrator should maintain the appropriate educational atmosphere. f) The administrator should follow the decentralization practice. g) The administrator should treat staff and students impartially without favoring his/her religion, caste, political, economic, social and physical characteristics. h) The administrator should take efforts for the development of institution. i) The Administrator should respect the fundamental rights of staff and students</p>
<p>Code of Conduct for Teachers</p>	<p>22/06/2019</p>	<p>a) The teacher should perform his/her academic duties and examination related work assigned to him/her sincerely and efficiently. b) A teacher should not discriminate student/s on political grounds or for any reasons of race, religion, caste, language, sex or for the reasons of arbitrary or personal nature and should not incite students/teachers against other students or other teachers, colleagues or administration/ governing body of the college and the university. c) A teacher should have freedom of thought and expression. He/she should not misuse the facilities</p>

		<p>or forum of the college/ university. d) A teacher should not be partial in assessment of the student or deliberately over mark, under mark or victimize a student on any ground. e) A teacher should not refuse to carry out the academic and administrative decisions taken by the Principal and governing body. f) A teacher should not conduct/participate in private coaching classes directly or indirectly. He/she should also not accept private tuitions. g) A teacher should not indulge in or resort to directly or indirectly, any malpractice or unfair means in teaching/examination/administration. h) A teacher should not furnish incorrect information regarding his/her qualifications, experience, age etc. in respect of his/her appointment/promotion.</p>
<p>Code of Conduct for Students</p>	<p>22/06/2019</p>	<p>a) Identity card is compulsory for all the students. b) Except educational tours other tours are not allowed. c) 75 attendance is compulsory for the students in every semester. His/her term will be dented if the attendance is below 75. He/she will solely be responsible for his/her academic loss. d) If the student violates the rules and regulations of the college, necessary action will be taken against him/her by the Principal. e) Student must use library books very carefully. f) Students should park their vehicles in the parking space allotted to</p>

them. g) Use of mobile is strictly prohibited in classrooms, library and administrative office. h) Students should strictly adhere to the due dates of completion of various forms and documents such as examination, admission, scholarship and other of these kinds. i) Students should maintain the decorum and culture of the college campus.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Savitri Utsav	03/01/2019	03/01/2019	52
Rajarshi Chatrapati Shahu Maharaj Birth Anniversary	26/06/2019	26/06/2019	28
Annabhau Sathe Birth Anniversary and LokmanyaTilak Death Anniversary (essay competition)	01/08/2019	01/08/2019	12
Dr. S. R. Ranganathan Birth Anniversary	12/08/2019	12/08/2019	34
Independence Day	15/08/2019	15/08/2019	41
Teachers Day	05/09/2019	05/09/2019	28
Mahatma Gandhi Birth Anniversary	02/10/2019	02/10/2019	77
Dr. A. P. J. Abdul Kalam Birth Anniversary	15/10/2019	15/10/2019	37
Sanvidhan Din	26/11/2019	26/11/2019	105
DR. Babasaheb Ambedkar Death Anniversary	06/12/2019	06/12/2019	69

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Ban on Plastic Wearing Khadi once in a week Reuse of paper No Vehicle Day once in a week

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practices Best Practice: 1 1. Title of the Practice In-house Publications
2. Goal ? To make available platform for students to present their writing

skills as well as to develop writing culture in them. ? To glimpse various activities, innovative practices, programs, events, workshops etc. organized by the institution at a glance and reach the society very effectively. ? To instill creative and research culture in students. 3. The Context The college conducts many activities and programmes for students to bring out their innate talent. These things need wide exposure so as to pour confidence in students. The institution has created a platform in the form of In-house Publications to reach to the community very effectively and develop students' writing skills. The institution every year publishes "Navdarpan: The In-house News Bulletin", and the three journals namely Horizon, Amrutwel, and Info-Comm. 4. The Practice A. Navdarpan: The In-house News Bulletin It mirrors the significant activities and programmes conducted by the college in the whole academic year at a glance. The institution publishes Navdarpan every year on 6th August on the occasion of College Foundation Day at the auspicious hands of respected chief guests.

Subsequently, copies of the Navdarpan are distributed in all government offices, hospitals, grampanchayat offices, schools, and colleges of the tehsil. Copies are also sent to other senior colleges of the district. The students are also given copies of Navdarpan. Through Navdarpan, the college gets wide publicity and reaches to the community very effectively. As the Navdarpan publishes programmes, events, activities, success etc., and brings students in the light, students have started participating in every activity voluntarily and enthusiastically. It has assisted in stimulating students not only for examinations but also for co-curricular and extra-curricular activities. B. In-house Published Journals: Since the academic year 2014-15, the institution has started publishing three in-house journals for students. The institution looks at the activity as the best practice employed for students' progression i. Horizon: The Yearly Published Journal: English Literary Association every year publishes "Horizon: The Yearly Published Journal" for students with prime intentions to eradicate the phobia of English language from their minds and to make them present their writing skills in English. Horizon is not a mere journal but a platform specifically created for the students. The students select topics on their own or else get assistance from the respective teacher.

Topic selection follows the data collection and arrangement of ideas. Their write-ups undergo proofreading and subsequently, the final draft of the journal comes out. The students run this activity very efficiently and gladly. This has developed their writing skills and instilled confidence in them. ii. Amrutwel: Amrutwel is a journal published every year by the Marathi Bhasha v Vangmay Mandal (Marathi Language and Literary Association) of the college to develop the students' creative faculties of mind. The said association collects articles, poems, short stories, essays etc. from students originally written by them. As it gives wider exposure to their innate talent, students willingly participate in the activity. iii. Info-Comm Commerce Association has started Info-Comm: The Yearly Published Journal for the students of Commerce faculty and Economics Department. The key purpose of the journal is to keep students updated with the current affairs in the field of Commerce and Economics as well as to generate interest of writing in students and subsequently widen their span of knowledge. The students are given topics and provided thorough assistance by the teachers. They work over the given themes and submit their writings. These writings are hand-picked by the teachers and later published in the Info-Comm. This has enabled students to look at global affairs critically.

5. Evidence of Success: ? Appreciation received from various eminent personalities. ? Successful continuation of the publication every year. ? Note taken by newspapers not only at local level but also at district level. ? Participation of students in co-curricular activities has increased. 6. Problems Encountered and Resources Required: ? Due to financial adversity, publications could not reach more number of people. ? Fear of English language in students' mind. Best Practice: 2 1. Title of the practice: "Teachers at Doorstep" 2. Goal: ? No girl should be deprived of education. ? Backward class

students should be brought in the mainstream of higher education. ? To explain the importance of the education to the students and their parents. ? To convey the students and their parents the various government scholarships for education. 3. The Context: Dodamarg was separated from Sawantwadi tehsil in June 1999 and became the youngest tehsil of Sindhudurg district. Having 56 small villages in its jurisdiction, it locates in the lap of the Sahyadri Mountain range and comes exactly on the borders of Maharashtra, Goa and Karnataka states. As the tehsil locates in the hilly region and the economic condition of the people is not enough good to let their children to continue higher education, the less awareness for higher education is seen in the tehsil. In many of the cases, the first generation students are now taking higher education in this institution. The slogan of the sanstha is Shikshanachya Hakkasathi (For the Right of Education), the institution aims to bring girls as well as socially and economically backward class students in the mainstream of higher education. To accomplish this goal, the institution runs the campaign namely "Teachers at Doorstep" wherein the teachers as well as non-teaching staff of the institution reach the girls as well as socio-economically backward class students and counsel them for taking higher education.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://halbecollege.in/download/Best_Practices.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Institutional Distinctiveness Navnirman Shikshan Sanstha has been established with a noble cause of imparting higher education among the youth of the Konkan region and with a strong belief of serving the society and improving the quality of life of the rural youth in particular. The Sanstha plans to open a chain of centers of higher learning throughout Maharashtra State especially for the benefit and upliftment of the underprivileged class of the society. The idea developed as a result of the factual data gathered by the office bearers of this Sanstha during the various types of constructive work in the educational field done by them for the social organization called Rashtra Seva Dal a movement dedicated to the cause of social and educational problems faced by the citizens, the students especially those belonging to the lower strata of society. Apart from the above most of the office bearers of the Sanstha have a long association with this social movement. The mission of the Institution We strive to cultivate minds and build characters of the young generations by imbining in them scientific temperament, organizational abilities, and human values. Dodamarg locates in the hilly region and the economic condition of the people is not enough good to let their children continue higher education, the less awareness for higher education is seen in the tehsil. In many of the cases, the first generation students are now taking higher education in this institution. The slogan of the Sanstha is 'Shikshanachya Hakkasathi' (For the Right of Education), the institution aims to bring girls as well as socially and economically backward class students in the mainstream of higher education. The College as a higher education institution is committed to imparting quality education to empower the youth/students and strive to foster the integral development of the students by enabling them to be intellectually alert, emotionally balanced, morally sound, socially committed, culturally enriched and spiritually oriented. The institution has all ICT facilities like LCD projectors, Computers, the Internet which is used in the teaching learning processes. The participation of students in the classroom discussion also throws light on their learning abilities. The college has well qualified staff, good infrastructural facilities library, and co-curricular /extracurricular

facilities. The college library is automated using e-Granthalaya 3.0 software developed by National Informatics Centre, New Delhi. The college library practices an open access system. OPAC facility is provided to the students as well as staff members. Co-curricular, extracurricular and sports activities and competitions are organized regularly to nurture the talents of the students in addition to the academics. The distinctive area of the institute is Socioeconomic upliftment of rural youth through quality education. Most of the students enrolled in the college belong to an economically and socially backward society. The students come from nearby villages in the remote area of up to 35 k. m.

Provide the weblink of the institution

http://halbecollege.in/download/Institutional_Dinstinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

To organize national level workshop, webinar. To Strengthen the support to students for sports, competitive examination and cultural activities. To Improve the ICT facility. To obtain funds for research projects. To publish articles in UGC- CARE list journals. To increase the involvement of alumni in college activities.