

May 2022

Executive Summary

Introduction:

Om Vidyalkar Shikshan Sanstha's Asmita College of Arts and Commerce for Women, affiliated to University of Mumbai, is established in the year 1992, with a vision to "Empower young women" by our Chairman Shri Madhukar Narvekar and Smt. Anupama Narvekar, who were inspired by Kranti Jyoti Savitribai Phule, the crusader of Women Education in Maharashtra.

The management of our institution strongly believes in the saying that "Vidya Vinayen Shobhate", which means "Modesty adorns knowledge". "Knowledge is power. It is knowledge that leads us from darkness to light. Motto of our institution is to impart such an education to women to think independently, to understand the complexities and challenges of today's life, and lead them towards a bright future.

The overarching mission of the institution is to ensure the privilege of education for young women especially those from the weaker sections of society and empower them with education that hones life skills and employability.

The college is affiliated to the University of Mumbai. Asmita College of Arts and Commerce for Women is situated at Kannamwar Nagar No. 2, Vikhroli (E) and is at a walking distance of 10 minutes from Vikhroli Station and one can have easy access to the college campus by bus or autorickshaw. The main advantage of the college is that it is situated in a peaceful area away from all the hustle and bustle of a city life.

The college offers programmes B.A., B.Com. and also B.Sc. (IT) and B. Sc. (CS) which are Self-Finance courses. Asmita Law College offers five-year law course leading to BLS/LLB after 12th standard and three-year LLB courses after graduation.

The college contribute and takes initiative to develop a positive environment of teaching and learning. The main objective of the college is to bring about the physical, mental emotional and ethical integration of an individual by imparting holistic education. The college maintains a good reputation among students and the public because of its well-disciplined and well-designed education system. It has completed more than two decades under the expertise guidance of a patronizing management, dedicated teachers and non-teaching staff.

Vision:

"Empowerment Of young women through Education"

Education is considered the most important tool for empowering women in society. It is not only limited to developing the personality of an individual but also plays an important role in economic, social and cultural development of the country.

Uneducated women have low-level morality, low potential for earning, poor dietary status and little independence in the household. The lack of education also has a drastic effect on the health and well-being of the kids.

Women empowerment is a pivotal part of any society. It is a woman who plays a dominant role in the basic life of a child. Women are an important section of our society.

Education as a means of empowerment of women can bring about a positive attitudinal change. Education is the milestone of women empowerment because it enables them to respond to the challenges, to confront their traditional role and change their life.

Vision of our institution is to impart such an education to women to think independently, to understand the complexities and challenges of today's life and lead them towards a bright future by moulding their personality

The Vision and Mission statements of our College are communicated to students, Teaching & Non-teaching staff and other stakeholders in the following manner:

We have displayed our Vision and Mission statement at the entrance of our College, Principal's room, and office, and College library. It is published in the College Prospectus. It is displayed on the website of the College. It is communicated to the students at the beginning of every academic year. The vision and mission of the institution is also expressed through various co-curricular and extra-curricular activities organized by the students.

Mission:

1. **To provide quality higher education to young women students to enable them to face the challenges of the world with courage and confidence.**
2. **Personality development of students through a wide variety of curricular, co-curricular and extra-curricular activities.**
3. **Achieving excellence in education by maintaining high standard of teaching and molding their character to make them responsible citizens.**
4. **Inculcating a value system & positive thinking among under privileged young women students to make them psychologically strong & morally upright.**
5. **To bring out the hidden talents of the students & to develop global competence, creativity & employability through proper guidance.**

Institution strategically take efforts for the institutions Mission through various curricular and cocurricular activities by

- transcend the limits of traditional boundaries imposed
- expand capability of young women students to their highest level of personal excellence in whatever life or work roles they choose
- harness their inner strength to conquer life challenges
- expand their confidence to create new paths to self-determination

Institutional Strength :

- As a leading women's College, the main strength of the College rests on providing a gender- sensitive and empowering education which assist students to realise their potential and self-worth and enabling them to make a significant contribution in all spheres of national and global development.
- Asmita college seeks to uphold the dignity and worth of every individual who is part of the institution particularly its young student community. It has a 'zero-tolerance policy' towards sexual harassment. All members of the staff refrain from verbal, non-verbal and/or physical misconduct of a sexual nature in their interactions with students, other college staff, and visitors to the college.
- Members of the Governing Body are eminent and experienced academicians and administrators who contribute substantially towards quality enhancement and maintain very cordial work environment.
- The College admits students from diverse ,social and cultural backgrounds which promotes a multi- cultural ethos on the campus.
- Qualified, Experienced and Dedicated Teaching Faculty who maintain good rapport with students
- Active NSS and NCC units

Institutional Weakness :

- For enhancement of institutional growth and development, the number of permanent teaching staff in the College needs to be increased.
- Asmita college is primarily an undergraduate college which focuses on teaching and learning activities rather than on research. Therefore, there is a limited scope in enhancing the research rigor on campus.
- The College being a constituent College of University of Mumbai is bound to follow the curriculum devised by the University and therefore does not allow for flexibility in curriculum design and delivery.
- Generation of funds is often a serious limitation in expansion and upgradation of campus facilities.

Institutional Opportunity :

- Institution provides ample scope to promote and create a more harmonious and peaceful world through its students who are groomed to be agents of social transformation in keeping with its vision and mission.
- Highly qualified, efficient and committed faculty members who are capable of organizing and conducting high quality seminars, workshops, conferences is an added opportunity to further partner with eminent institutions to carry out certificate programmes, add-on courses, etc. This will provide the scope to create more teaching-learning material and contribute to the various fields of education.
- With the recent employment trends that require a more highly skilled workforce, Asmita college can initiate professional and job-oriented courses that meet the current needs of the society.
- Senior and retired faculty members are equipped with knowledge and skills to train and conduct FDPs that induct the younger generation of students and faculty into the high quality of teaching and learning skills that stem from the timeless values and ethos of Asmita college.
- Scope to develop and improve Digital literacy
- Use of Learning Management System (LMS) for More effective Teaching-Learning Evaluation .
- Creation of Student Entrepreneurship Hub

Institutional Challenge :

- Institution caters to a large number of students who hail from the marginalized sections of society, many of whom are first generation learners. The challenge of meeting their day-to-day educational and personal needs is an urgent and immediate need.
- Nominal support from Alumnae being Women's College
- Improve English Language acquisition of students to fit into a job scenario.

Criteria wise Summary

Curricular Aspects :

Curriculum Planning and implementation:

The institution ensures effective curricular delivery through well planned academic planning. Academic calendar and Teaching plan are the base of Teaching. Teaching process and continuous evaluation system. Effective curriculum delivery is supported by teachers' participation in syllabus revision workshops and short term, Refresher courses. Categorization of students to advanced and slow learners help to deliver the curriculum as per the capability of the students.

Organisation of student centric teaching, learning activities like group discussions, quiz, case studies, industrial visits lead to curriculum enrichment.

Academic Flexibility:

During the last five years the institution offered four UG programs. The curriculum of all the courses designed and revised by affiliating University of Mumbai. All the teachers have participated in the question paper setting for UG programs, design and development off add on course/certificate courses offered by the Institution and paper assessment of the affiliating university.

All the four UG programs offered by the institution during the last five years have semester and choice-based credit system (CBCS). The institution offered twenty add on / certificate courses during the last five years in which more than three hundred students participated.

Curriculum enrichment:

Cross cutting issues are integrated directly or indirectly in the major courses. Systematic efforts are undertaken to imbibe human values, Gender equality and sensitization for eco friendly activities. Major students participated in experiential learning activities like project work. During the last academic year 2020-21, 81.68% of students benefited from project work.

Feedback System:

Structured feedback on curriculum and its implementation in the institution is collected from the students, teachers, employers and alumni. It is analyzed and related suggestions are submitted to the concerned Board of studies. Students feedback on curriculum delivery helps for improvement in teaching learning process, use of more student centric methods. Feedback analysis and action taken initiatives contribute to enhance curriculum outcomes and facilitate for effective curriculum delivery.

Teaching-learning and Evaluation :

Average enrollment percentage:

Total number of students enrolled in the last academic year 1125 Number of seats filled against sanctioned seats 1512.

Catering to students' diversity:

Strategies for upliftment of slow learners are designed and motivational planned initiatives for encouraging advance learners are implemented. Positive change is reflected in the academic performance of slow and advanced learners due to these dedicated efforts.

Teaching – learning process:

Student centric methods are designed for ideal learning environment. Experiential learning experiences through Field visits, Industrial Visits, Role plays are imparted to the students. Class arrangements and seminars, group discussion, debates, one minute talk, project work leads to participative learning. Case studies, socio-economic surveys develop vision towards social problems and problem-solving approach. Use of ICT tools like smart classrooms, LCD projects, Google Classroom, you tube and e-resources enhance teaching-learning experiences. In the last academic year 2020-21, Student -mentor ratio was 38:1

Teacher profile and quality

Total full-time teachers in the institution in the last academic year were 29 out of which three full time teachers have acquired PhD qualification, one has submitted PHD thesis and two more are on the submission phase. Average teaching experience of full time permanent teachers is around 21 years.

Evaluation process:

The process of internal evaluation is undertaken for all the six semesters and result analysis is done for the achievement of course outcome and program outcome. In the internal as well as external evaluation, transparency is maintained by the institution. Grievances related with examinations are resolved efficiently by Examination and Grievance committee within the stipulated time.

Student performance and learning outcomes:

Programmes outcomes and course outcomes are displayed on the institutional website and are communicated to the students at the time of commencement of each semester. For attainment of course outcome per semester, two internal tests of 20 marks are conducted. Based on the internal and external examination performance of the students, course outcome is evaluated. Direct assessment 50% and Indirect assessment 50% through student exit survey and placement opportunities, program to higher education helps to check achievement of program outcomes.

Research, Innovations and Extension :**Resource Mobilization for Research:**

Three faculty members have received 3.17 lakhs research grant during the last five years. Department of Commerce and Economics have research projects funded by non-government agency. Total eleven seminars/conferences/workshops conducted by the institution during the last five years.

Research publication and awards

Number of Research Paper published in the UGC Notified ISSN journals during the last five years are 45. Number of books and chapters in the edited volumes and research papers published in national & international conference proceedings during last five years are 14.

Extension Activities

Along with curricular activities, institution also focus on extension activities for all round development of students. The Institution has undertaken different activities through NSS and NCC to create awareness among the students .Yoga training, tree planation, Rally on save the girl child, workshop on road safety, workshop on cashless India , Swachh Bharat Abhiyan, Blood donation camp, Voting awareness campaign, Anti plastic campaign , Save trees, distribution of paper bags in the society ,cleanliness drive, HIV/AIDS awareness, Road safety , enlighten on organ donation such extension activities are organized during last five years. All stakeholders support to extension activities, medical camp is the best example of decentralization and participative management.

Healthy diet and Nutrition education, collection of flood relief materials, Distribution of food grains, masks and sanitizers, e-waste collection, medical camps in bhinnar village such type of different activities are continuously organized during last five years. Number of extension and outreached activities conducted by the institution through NSS and NCC is 65. Majority students actively participate in the extension activities.

Collaboration:

Institution has collaboration for faculty exchange and student exchange with DVS college of Commerce, Navi Mumbai, Dr. TK Tope college Mumbai and Veer Wajekar College, Uran. During the last five years, the institution has organized 15 collaborative activities of faculty exchange.

Infrastructure and Learning Resources :

- **Physical Facilities:**

The institution has adequate infrastructure and physical facilities for teaching learning including 15 classrooms and one Seminar hall with ICT facilities. Institution has total 511 benches, 367 plastic chairs, 12 wooden chairs.

11 white boards, 07 black board, 04 green colour boards , 33 small tables,23 Medium size tables,28 large size tables are available in the college. Two smart classrooms assist in effective teaching learning process. Total Printers 20, Xerox machines 6 and 7 scanners are available. Institution has total 138 computers out of which 116 are used for academic purpose. Web cameras 4 and LCD projectors with audio/video 7 help for smooth teaching learning process .College has auditorium, cultural hall and cultural events related facilities, gymkhana and 14 washrooms. Total expenditure excluding salary on infrastructure is 31.56 lakhs in the last academic year.

The library has a multifaced collection of 28400 books more than 2000 e-journals and more than 700 e-books, Web OPAC and soul 3.0 for advance search.

- **Library as learning resource:**

Library is automated using Integrated Library management System (ILMS). SOUL 3.0 which is designed as developed by INFLIBNET. Library automation saves the time of users by facilitating OPAC and web OPAC. Acquisition module, cataloguing module, OPAC help for smooth Library administration.

- **IT infrastructure:**

IT facilities in the college are continuously upgraded in the form of hardware and software updating. Over 7 LAN and 6 WAN points and 10 WIFI points were adjusted across the campus and office spaces. Institution has total 138 Laptops/computers with 4GB/8GB ram, 3.64ghZ CPU speed. College is having 2 smart classrooms and 12 classrooms with WIFI facility. The internet bandwidth is between 30 mbps to 50 mbps. The entire campus is under CCTV surveillance for safety and security purpose. Different type of softwares needed for the academic purposes like Oracles, Visual Studio 20, Utility, Microsoft Office, VMware, Tally , Eclipse, Android Studio, Java, SQL server management. Institute has licensed copies of windows operating system and also open-source operating systems like UBUNTU os, Linux and other software tools.

Student Support and Progression :**Student support :**

Total 714 students from SC/ST/VJNT/OBC/SBC category students benefitted by the Government Scholarships and Free ships, 19 students benefitted by EBC scholarships and 22 students by Minority Scholarships during the last five years .61students received ANGC scholarship and 02 received WGC Scholarship of non-government agencies during the last five years.

Under capacity building and skill Enhancement initiatives, institution has undertaken 4 soft skills, 4 language and communication skills, 8 life skills and 4 ICT / Computing skills development programs.

953 students benefitted by guidance for Competitive examination and career counselling offered . The institution has a transparent mechanism for timely redressal of students grievance including sexual harassment and ragging cases. The policies of student Grievance committee, Internal complaint committee and Anti Ragging committee are displayed on the website and concerned committees are actively working for timely redressal of grievance. Due to healthy atmosphere on the campus, efficient Mentor Mentee system and being majority girl students, there are no grievances regarding sexual harassment and ragging. The general grievances regarding physical facilities are resolved from time to time.

Student participation and activities:

Institution has received prizes for outstanding performance in cultural programmes four times at University level, in sports events at national level three times and one time at international level. Students representation and engagement in various administrative, co-curricular and extracurricular activities is facilitated by constituting student council and also nominating students representatives on different college committees . Number of sports, cultural events /competitions in which students of the institution participated were 184 during the last five years.

Alumini Engagement:

The institution has a registered Alumni association comprising of seven students representatives. Alumni are contributing in financial and non -financial form. Alumni are supporting in cultural activities, blood donation camps. Alumni also support during NSS residential camp activities.

Governance, Leadership and Management :

Institutional vision and leadership:

The institution has transparent governance system which aims to fulfill the vision and mission of the institution. Perspective plan is prepared to organize curricular, co-curricular and extra-curricular activities Governing Council, College development committee, IQAC, teaching and non-teaching staff work collectively to foster excellence in various institutional activities.

Strategy development and deployment:

Perspective plan for the period of five years is prepared from 2016-17 to 2020-21. Perspective planning is successfully implemented for major activities during last five years.

To inculcate research culture, Research related workshops are organised in the last five years Linkages and MOU's are established with outside institutions. Use of Google classroom, Smart classroom and ICT tools, Swyamsiddha project, Installation of library software, use of e-governance in administration, 4 soft skill development programs and 65 outreach extension activities is the outcome of successful implementation of perspective plan. The institute follows the Government Policies, rules and regulations of the UGC and University of Mumbai guidelines for service rules, Procedures, recruitments and promotions of the staff. E-governance is followed in the administration, finance and accounts, students admission and support and examination process.

Faculty employment :

Government policies related with welfare of teaching and non-teaching staff in the form of Government provident fund, Gratuity, Medical leave, are strictly implemented. Appreciation for outstanding achievement, support encourages the teaching staff for professional growth. Uniform, cleaning allowance, WIFI facility, Appreciation for good work motivates non-teaching staff for more dedicated efforts. Financial support to teaching staff for conference/workshop participation is given by the institution. During the last five years total 17 professional development programs were organised by the institution. Total number of teachers undergoing online/face to face faculty development programmes during last five years are 37.

Institutional Values and Best Practices :

- Gender equality:

Institute has initiated measures for the promotion of gender equality and sensitization during the last five years through seminars guest lectures, street plays, poster competitions and number of such activities. Guest lectures on Gender discrimination, violence, women empowerment, domestic violence, gender sensitization, awareness on breast cancer such variety of activities were conducted being womens college.

LED Lights ,solar panel is used in the institute as energy saving initiative. Sensor based machines for hand sanitizer and hand dryer and also sensor-controlled taps are used.

- Institute is having MOU for E-waste management.
- Water conservation facilities available in the form of Rain water harvesting which is done through underground water tank.
- Pedestrian friendly pathways, plastic ban, landscaping with trees and plants such type of Green Campus initiatives are undertaken.
- Green audit, energy audit and Environment audit is undertaken by the institution.

- Institute has railing with staircase, ramp, disabled friendly washrooms, wheel chair facility. Tolerance, harmony is maintained towards cultural, regional, linguistic, communal, socio economic and other diversities. International Peace Day, World Heritage Day, Anti-corruption Day is celebrated.
- For Sensitization of students and employees of the institution to the constitutional obligation, duties of responsible citizens, Samvidhan Diwas, Birth and death anniversaries of Great Freedom Fighters, voter Awareness these events are celebrated.
- Publication of code of conduct for teachers ,administrative staff and students is done by the institution to create awareness among the stakeholders.
- To ensure and promote the sense of nationalism and harmony, Institute celebrates national and international commemorative days. Rastriya Ekta Diwas, Kranti Jyoti Savitribai Phule Jayanti, National Youth Day such days have been celebrated during last five years.
- **Best Practices :**

The Two best practices are successfully implemented in the last five years.

- **Combating Drop out crisis through distinctive Indicative.**
- **Teaching Beyond the Horizon of Curriculum.**
- **Institutional distinctiveness:**

Institution has performed excellently in many areas for the achievement of vision and mission. One of the distinctive area is 'Swayamsiddha' empowerment of young women through all round development. Various strategic efforts are undertaken in the areas related with personality development, Life skills education, Legal awareness, employability skills and Self-defence.

Profile

BASIC INFORMATION

Name and Address of the College	
Name	OM VIDYALANKAR SHIKSHAN SANSTHA'S ASMITA COLLEGE OF ARTS AND COMMERCE FOR WOMEN
Address	KANNAMWAR NAGAR - 2, VIKHROLI (EAST)
City	MUMBAI
State	Maharashtra
Pin	400083
Website	www.asmitacollege.org (http://www.asmitacollege.org)

Contacts for Communication

Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Manisha Prenial Nair	022-25793120	9819632053	-	asmitanaac21@gmail.com
IQAC / CIQA coordinator	Neha Sunil Dalvi	022-25782466	9892210446	-	neha.dalvi211@gmail.com

Status of the Institution

Institution Status

Grant-in-aid and Self Financing

Type of Institution

By Gender

For Women

By Shift

Day

Recognized Minority institution

If it is a recognized minority institution

No

Establishment Details

Date of establishment of the college

20

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

State	University name	Document
Maharashtra	University of Mumbai	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/iiqa/university_affiliation_documents/1)

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	05-12-2007	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/iiqa/ugcdocument)
12B of UGC	05-12-2007	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/iiqa/ugcdocument)

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

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

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

No

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location *	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	KANNAMWAR NAGAR - 2, VIKHROLI (EAST)	Semi-urban	0.628744	1112.26

ACADEMIC INFORMATION

Details of Programs Offered by the College (Give Data for Current Academic year)

Program Level	Name of Program/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BSc,Information Technology	36	HSC	English	180	50
UG	BSc,Computer Science	36	HSC	English	72	38
UG	BCom,B Com	36	HSC	English	840	789
UG	BA,B A	36	HSC	Marathi	420	269

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				14			
Recruited	0	0	0	0	0	0	0	0	0	10	0	10
Yet to Recruit	0				0				4			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				19			
Recruited	0	0	0	0	0	0	0	0	5	14	0	19
Yet to Recruit	0				0				0			

Non-Teaching Staff

	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				25
Recruited	15	8	0	23
Yet to Recruit				2
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	1	0	0	1
Yet to Recruit				0

Technical Staff

	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	1	0	0	1
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	3	0	3

M.Phil.	0	0	0	0	0	0	0	3	0	3
PG	0	0	0	0	0	0	0	4	0	4
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	5	14	0	19
UG	0	0	0	0	0	0	0	0	0	0

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

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

Provide the Following Details of Students Enrolled in the College During the Current Academic Year						
Program		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	38	0	0	0	38
	Female	1107	1	0	0	1108
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	6	5	5	2
	Female	303	271	286	293
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female				

	Female	16	16	14	10
	Others	0	0	0	0
OBC	Male	2	3	3	3
	Female	151	175	173	180
	Others	0	0	0	0
General	Male	17	26	26	29
	Female	577	569	575	549
	Others	0	0	0	0
Others	Male	0	0	0	2
	Female	58	70	52	57
	Others	0	0	0	0
Total		1130	1135	1134	1125

Provide the Following Details

Number of Programs	Self-financed Programs offered	New Programs introduced during the last five years
		0

Provide the Following Details

Unit Cost of Education	Including Salary Component	Excluding Salary Component
29889.30	31349.41	3197.25

Institutional preparedness for NEP

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>Institution is affiliated to University of Mumbai. As per guidelines of University of Mumbai, B.COM three year integrated degree course is providing interdisciplinary approach by selection of optional subjects in the last year of B COM. Export Marketing and Computer system and applications from these two optional subjects, third year B COM students are avail of opportunity to either have the knowledge of Export marketing process or C++ , Java such advanced knowledge of computer system related subject is available . Similarly Direct and Indirect Taxation and Marketing Research ,From these two subjects, either through Taxation subject ,accounts knowledge students can avail of or by selecting Marketing Research subject ,data collection methods this subject area can be selected by the students of last year B COM. Which provides interdisciplinary approach Under BA three year integrated degree course also Institution is having multidisciplinary approach. In the last year of BA, students can select as per their interest area and can complete BA degree with Economics or BA degree with History as specialisation. BCOM as well as BA Degree course contains languages like English, Marathi ,Humanities subjects like Economics ,History, Political science are included in BA programme. TYBA Archaeology subject gives opportunity to the students about past culture. TYBA Economics subject, History of Economic Thoughts shares philosophies and thinking process of Economists and great personalities. B.com programme subjects like Business Law gives knowledge about the legal aspects of Business, Advertising shares knowledge about different medias. Vision about entrepreneurship is given through Commerce subjects. Hence Institution gives multidisciplinary and interdisciplinary approach. Hence Institution has prepared for NEP and is planning strategically for NEP to face future challenges.</p>
<p>2. Academic bank of credits (ABC):</p>	<p>Academic Bank Of Credit is Not Applicable to the institution.</p>

3. Skill development:

Skill gap impacts the employability in every sector. The National Education Policy 2020 with its focus as skill development has hold the key to restructuring the educational eco- system so as to improve the employability of future generations. The technological advances of last few decades have transformed every aspect of the working landscape, leading to big changes in the skill expectations from the employees. With this perspective, Institution has undertaken following strategic efforts for skill development: Skill enhancement initiatives are organized like Certificate course in C++, Workshop on Record keeping on tally, workshop on Computer skill development in G suite, networking , JAVA, Core JAVA, Advanced JAVA, Data base , e. content ,Certificate course in Linux, C language, excel, MS office, programming in net and Python, basics in Web programming, Digital technology ,Linux essentials on ICT related areas. Institution also place emphasis on Soft skills along with technical skills. Institution organized soft skills programs on stress management, conflict management, Group dynamics, Time management. Communication skills developmental activities like workshop on advanced English for job, spoken english certificate course, English proficiency, Travel English, Certificate course on Vocabulary development skills in English, soft skills certificate courses are conducted as Communication skills tops the list of fundamental skills needed to succeed in the workplace. Life skills are imparted by institution through number of Yoga and mental health and self. defense programs. This altered approach institution has designed to help the students to develop academic expertise with vital leadership skills that can help them in their career path. Add on Programs like various Certificate courses on Museology studies, Sales and Marketing skills development, Indian Capital market, E -banking, Investment area among college youth, Digital Marketing, Office Automation are organized to enrich curriculum through practical exposures.

<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>The vision of the National Education Policy is to instill among the learners a deep-rooted pride in being Indian and to develop knowledge skills, values that support responsible commitment to human rights, sustainable development and global well-being, thereby reflecting a truly global citizen. India, as a country, includes individuals with different backgrounds viz., cultural, social, economic, linguistic, and ethnic diversities governed and guided by the Constitution irrespective of caste, religion, race sex. Institution sensitizes the students and the employees of the institution to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enables them to conduct as a responsible citizen. For sensitizing students towards constitutional obligation, values and responsibilities of citizens voters awareness programs through rallies, elocution competitions, Essay writing. Thousands of freedom fighters took part in the freedom struggle and gave their blood to gain Independence. Youngsters who are the driving force of the country should know the importance of their sacrifices .Birth and Death anniversaries of great freedom fighters Lokmanya Tilak, Veer Savarkar, Lal Bahadur Shastri are celebrated every year through which students realize the importance of hard work, honesty. Celebration of Independence Day and Republic Day create feeling of patriotism. Different activities for environment sustainability like tree planation, street plays, poster competitions are organized. The students are inspired by participating in various programs and lectures by prominent personalities ,quiz and paper presentations. The institute conducted awareness programs on the ban on plastics, cleanliness, Swachh Bharat involving students. To equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment. These elements are inculcated in the value system of the college community.Celebration of International Peace Day, World Heritage Day, Anti-Corruption Days develop value system among the students. Navratri, Ramzan Eid, Mangala Gauri, Christmas, Janmashtami, Raksha Bandhan, Ganesh festival, cultural exchange programs such different religious festivals are celebrated in the institution to develop National integration and sense of oneness. The college establishes policies that reflect core values. Code of conduct is prepared for students and staff and everyone should obey the conduct rules. Through all these activities students are encouraged and taught to live with empathy, tolerance, leadership quality and team work.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>Outcome-Based Education (OBE) is a student-centric teaching and learning methodology in which the course delivery, assessment are planned to achieve stated objectives and outcomes. It focuses on measuring student performance i.e. outcomes at different levels. Institution follows outcome-based education policy. Faculty members clearly focused on what they want students to know and understand. In the beginning of the academic year, course outcome is clearly told to the students and intended outcomes that student are to achieve by the end of the program. Once this has been done, all institutional</p>

decision and teaching. Learning process ensures to achieve desired end result. 1. Experiential learning experiences through industrial visits, Role Plays, Seminars, group discussions, debate, one minute talk, project work leads to participative learning. Problem solving approach is developed toward social problems. Use of ICT Tools like smart classrooms, Google classroom, you tube and other e-resources establish high challenging standards of performance in order to encourage students to engage deeply in what they are learning. 2. As per the academic performance of the students, slow learners and advanced learners are categorized and faculty members strive to provide appropriate opportunities for all students to achieve high standards. Slow learners are groomed regularly during their class hours by clarifying their doubts & asking them questions on the topic which has been discussed in the class. Special Programmes for Slow Learners: • Remedial Lectures: For improving the academic performance of slow learners, every year remedial lectures were conducted for complicated subjects and which are difficult to understand. • Simple Notes: It is observed that the learning level of these students is not up to mark and they are unable to understand difficult language. Hence, the teachers prepared their respective subjects Notes in Simple Language & provide to the students. • Peer Teaching: The academically bright students are given the task to teach the slow learners. • Students are encouraged to participate in social activities. These activities help to develop self-confidence, team spirit, and leadership quality among slow learners. Special Programmes for Advanced Learners • Encouraged the students to participate in the intercollegiate Debate, Group Discussion, Quiz competitions etc. • Special guidance is provided to do research and present papers in the intercollegiate competitions • Students are encouraged to organize events of college like Traditional day, Annual Day etc. • Provide Extra Library Books: Every year college provided library books to advanced learners. 3. Formative assessment is done for every course at the end of the semester through two-unit tests per semester. Based on two-unit test performance, active participation during learning process and attendance as part of Internal assessment and semester end examination course wise result as part of external assessment, the achievement of course outcome is calculated. Based on all course's outcome of each semester, exit survey and placement, Program outcome is calculated to evaluate the overall performance of the student. Thus, under Outcome based education, Institution takes strategic efforts and focuses on all parts and aspects of education for the expected course outcome

6. Distance education/online education:

The institution is searching for the possibilities for Distance Education or Online Education

QIF

1. Curricular Aspects

1.1 Curricular Planning and Implementation

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

Answer:

The college is affiliated to University of Mumbai and offers four programmes at under graduate level. The syllabus of all courses is designed by the university of Mumbai.

Effective curriculum delivery is ensured through the following process:

Academic planning:

Curricular and co-curricular activities are planned in the academic calendar to lead towards the set course and programme outcomes. Departmental meetings are held, in which workload allotment and departmental activities are finalised.

Teachers prepare the 'Teaching Plan', which encloses the teacher details, the number of lectures allotted for different modules in each subject and the actual dates of module completion. Student remarked teaching plan is collected at the end of each semester. Teaching plan is prepared by faculty member at the beginning of each semester and remarked at the end of semester. In student remark teaching plan, completion of syllabus is cross checked and remarked by students at the end of semester.

Professional Upgradation:

1. Teachers participate in Syllabus Revision workshops.
2. Teachers attends Orientation, Refresher and Short-term courses of UGC HRDC.

Teaching Infrastructure:

College has its own physical library with e-resources with adequate books and journals. Various e-resources are available through N-LIST and DELNET.

Categorisation of students in to Advanced and Slow learners:

Activities for Advanced learners:

- Teachers encourage students to participate in inter and intra collegiate competitions.
- Special guidance is provided to academically bright students to do research and paper presentations in the intercollegiate competitions.
- Teachers guide the students to organize events of college like Traditional day, Annual Day Birth and death anniversaries of patriotic leaders .
- College has Book-Bank Scheme for advanced learners.

Activities for Slow learners:

- Remedial classes are conducted to revise the difficult topics.
- Teacher prepares notes in simple language for slow learners.
- Teachers motivate the academically bright students to take peer tutor sessions for slow learners.
- Teachers encourage slow learners to participate in institutional & social activities.

Continuous Internal Evaluation:

College conducts semester wise unit tests in addition to exams decided by University of Mumbai.

Student centric teaching learning:

1. **Experiential teaching learning:** Study tours, field visits, student's presentations based on curriculum as well as environmental issues are arranged to strengthen theoretical knowledge with hands on practical experience.
2. **Participative teaching learning:** Various participative activities adopted by the teachers like classroom assignments, group discussions, student's seminars, quiz are arranged by different departments to ensure that the students are active participants rather than passive learners.
3. **Problem solving teaching learning:** Case Studies enables the students to create critical understanding of a problematic situation. Through case studies on environmental issues, students understand the concept of sustainability. Role plays enabled to enact and understand life situations within a controlled environment. Socio-economic surveys provided practical knowledge to the students to think about realistic solutions for various social problems.

All these initiatives have immensely contributed to enhance curricular outcomes of students by facilitating learning, and understanding the applications of the learning to practical situations.

File Description	Document
Upload Additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/1.1.1_1651824006_7672.do)
Link for Additional information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/04/1.1.1-Link-for-AI.pdf)

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Answer:

Institution takes utmost care for the achievement of mission and vision of the institution through the academic calendar.

An academic calendar is a plan of action which gives clear guidelines to conduct academic, co-curricular activities and student developmental activities. Academic calendar varies from institution to institution. Asmita College of Arts & Commerce for women Self Financing Courses B.Sc. (Information Technology) & B.Sc. (Computer Science) adheres to the academic calendar for the smooth conduct of college activities by following the guidelines of Mumbai University. Before the commencement of the academic year the institution prepares 'Academic Calendar' of events and it is prepared in line with the university calendar of events. The calendar takes into account the Terms, long and short breaks, working days excluding national, state, regional holidays, schedules of Examinations, continuous internal evaluation such as periodical tests, seminars and project work which is mandatory. In the academic calendar due consideration is given to Co-curricular activities like NCC and NSS. Academic calendar gives direction to plan programs related with gender sensitization, environment sustainability, industrial visits. Birth and death anniversaries of great personalities/ freedom fighters are celebrated as per academic calendar. The strategic plan for the department is prepared in co-ordination with academic calendar and the concerned departmental members. Seminars, course outcome unit tests, Role play and curriculum supporting activities are conducted strictly following academic calendar. For the conduct of continuous evaluation, Examination committee convener notifies in advance to departmental heads for the arrangement of the various internal and external examination.

To ensure that the university curriculum is followed in the best of the spirit, academic calendar is prepared with the active involvement of faculty members. Activity plan, teaching plan, teaching methods are discussed with Principal and Departmental Heads in the staff meeting. Principal, IQAC coordinator or Departmental Heads review the academic calendar to ensure that faculty members follow the calendar for conducting curricular activities smoothly. Capacity building courses, skill enhancement initiatives, add on courses are decided as per academic calendar schedule. To inculcate highest intellectual standards the college library conducts career guidance programme and faculty members encourage and assist students to participate in various competitions outside the campus. Academic calendar gives direction to students to become self-independent and intellectually competent. Faculty members conduct essay competitions, quiz programme, MCQ tests according to the social context and social relevance based on the events and the dates mentioned in academic calendar. A well-organized academic calendar ensures timely conduct of activities, conduct of Examination and declaration of results. It also helps the faculty members to prepare the lesson plan in a well-organized manner. During the course delivery faculty members conduct class test, unit test etc as per the academic calendar for every subject. In short, an academic calendar is schedule of all the events occur in an academic year. Academic calendar is the blue print of well-planned curriculum and co-curriculum activities of the institution.

File Description	Document
Upload Additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/1.1.2_1653118626_7672.do)
Link for Additional information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/1.1.2-AI-Final.pdf)

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 last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

Answer: B. Any 3 of the above

File Description	Document
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/1.1.3_1651493417_7672)

Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/1.1.3_1651478743_7672)
Any additional information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/1.1.3-AI.pdf)

1.2 Academic Flexibility

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

Answer: 100

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

Answer: 4

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/1.2.1_1651488486_7672.do)
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/1.2.1_1653116207_7672.xls)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/1.2.1_1651824172_7672.do)

1.2.2 Number of Add on /Certificate programs offered during the last five years

Answer: 20

1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
0	8	9	2	1

File Description	Document
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/1.2.2_1651489242_7672.xls)
Brochure or any other document relating to Add on /Certificate programs	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/1.2.2_1651489247_7672.do)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/1.2.2_1653130280_7672.do)

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Answer: 5.51

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

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
0	130	145	26	12

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/1.2.3_1651489618_7672)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/1.2.3_1653118891_7672)

1.3 Curriculum Enrichment

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

Answer:

The cross-cutting issues, integrated in the curriculum consist of human values, professional ethics, gender, environment and sustainability for holistic development of the students.

Professional Ethics

Ethics is concerned with moral values. The set of ethical standards that are applicable for any profession is known as professional ethics. Business communication is taught to the students of F Y B Com class through which they learn the concept of customer loyalty and how to maintain personal integrity at the workplace. Financial accounting course inculcates the concepts of corporate code of ethics at the workplace to the commerce students. Corporate governance and corporate social responsibility have been integrated in the curriculum through these courses. Commerce subject taught to the F Y B Com students deal with professional ethics. Ethical issues in Advertising are addressed to the commerce students through the subject Advertising. Foundation Course taught to the students of Arts and Commerce and Communication skills taught to the IT students effectively deals with business ethics.

Gender

Foundation Course addresses gender issues like female foeticide, dowry, violence against women, etc. It also sensitizes students on women rights and principles of equity. Women continue to face social discrimination, deprivation, exploitation and sexual harassment at work place. These issues are explained to the Commerce Students through the Foundation Course, Commerce I and MHRM subjects. Arts students are taught these issues through courses like History, Economics and Political Science, and also Foundation Course. Gender disparity is discussed in the TYBA class through the course Economics of Gender and Development. Institute encourages girl students to make independent decisions on their personal development and shine in the society. Gender issues are subtly exposed to the students.

Human Values

The subject of the Foundation Course taught across all the programs includes the aspect of Human Values which helps the students to have a positive perspective towards life. It provides awareness regarding human rights and social issues so that students can become empowered citizens. Commerce students are also addressed with human values through courses like Commerce I and MHRM. Human values which include morality, integrity, loyalty, cooperation, courage, self-confidence all are imbibed on the student's mind through the academic instructions. The Soft Skill Development course of Computer science provides awareness of Human Values through the concept of Emotional Intelligence.

Environment and sustainability

The course on Environmental studies deals with the environment and its sustainability. Students learn the importance of biodiversity and conservation of the ecosystem. The threat of extinction and pollution are discussed. Students are sensitized about the consequences of deforestation and climate change. The course MHRM provides awareness regarding green marketing. The three pillars of sustainable development, the environment – people – economy, are discussed in detail in the course of Environmental studies. Foundation Course also provides awareness of environmental issues, ecology and the Principles of Sustainable Development to all the students across all the programmes of Institute. Computer Science and IT students are addressed with Eco -friendly activities through courses like Green Technology and Green Computing.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/1.3.1_1651489842_7672.p)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/1.3.1_1653136022_7672.d)

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Answer: 8.06

1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
21	21	21	11	11

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/1.3.2_1653133963_7672.d)
MoJ's with relevant organizations for these courses, if any	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/1.3.2_1651490338_7672.p)

Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/1.3.2_1651490343_7672.p)
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/1.3.2_1653133794_7672.xl)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/1.3.2_1653133800_7672.d)

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

Answer: 81.69

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

Answer: 919

File Description	Document
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/1.3.3_1651839631_7672.xls)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/1.3.3_1651490980_7672.do)

1.4 Feedback System

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders

- 1) Students**
- 2) Teachers**
- 3) Employers**
- 4) Alumni**

Answer: A. All of the above

File Description	Document
Any additional information (Upload)	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/1.4.1_1651491457_7672.dc)
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/1.4.1_1653125114_7672.pc)
URL for stakeholder feedback report	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/Stake-Holder-feedback-report.pdf)

1.4.2 Feedback process of the Institution may be classified as follows:

Options:

- 1. Feedback collected, analysed and action taken and feedback available on website**
- 2. Feedback collected, analysed and action has been taken**
- 3. Feedback collected and analysed**
- 4. Feedback collected**
- 5. Feedback not collected**

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

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/1.4.2_1651491647_7672.do)
URL for feedback report	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/Stake-Holder-feedback-report.pdf)

2.Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)**Answer:** 77.63**2.1.1.1 Number of students admitted year-wise during last five years****Answer:**

2020-21	2019-20	2018-19	2017-18	2016-17
1125	1134	1135	1130	1175

2.1.1.2 Number of sanctioned seats year wise during last five years**Answer:**

2020-21	2019-20	2018-19	2017-18	2016-17
1512	1476	1458	1440	1458

File Description	Document
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.1.1_1651824610_7672.xls)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.1.1_1653553671_7672.do)

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)**Answer:** 100**2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years****Answer:**

2020-21	2019-20	2018-19	2017-18	2016-17

547	533	540	536	546
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File Description	Document
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.1.2_1651824891_7672.xls)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.1.2_1653127442_7672.do)

2.2 Catering to Student Diversity

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

Answer:

Students of our college mainly belong to socially and economically challenged groups of our society. And most of the students are from the vernacular medium, hence they hesitate to open up and interact with the teachers. So, it is essential to differentiate between slow and advance learners at the entry-level. The main aim of our educational institution is to provide holistic and excellent quality education to underprivileged sections of the society by identifying the respective learning levels of the students.

The Institution Identifies the Slow & Advance Learners Under One Parameter Over a Year.

The learners are identified on the basis of their earlier academic results.

At the beginning of every academic year, the students are categorized on the basis of their earlier academic results, and lists are prepared for slow and advanced learners. The purpose of this categorization is to guide & motivate students as per their intellectual level.

Special Programmes for Slow Learners

Slow learners are groomed regularly during their class hours by clarifying their doubts & asking them questions on the topic which has been discussed in the class. In addition to this

- **Remedial Lectures:** For improving the academic performance of slow learners, every year remedial lectures were conducted for complicated subjects and which are difficult to understand..
- **Simple Notes:** It is observed that the learning level of these students is not up to the mark & they are unable to understand difficult language. Hence, the teachers prepared their respective subjects Notes in Simple Language & provided them to students.
- **Peer Teaching:** The academically bright students are given the task to teach the slow learners.
- **Students are encouraged to participate in social activities.** These activities help to develop self-confidence, team spirit, and leadership quality among slow learners.

Special Programmes for Advanced Learners

- Encouraged the students to participate in the intercollegiate Debate, Group Discussion, Quiz competitions etc.
- Special guidance is provided to do research and present papers in the intercollegiate competitions
- Students are encouraged to organize events of college like Traditional day, Annual Day etc.
- Provide Extra Library Books: Every year college provides library books to advanced learners.

The learners are encouraged to take part in the various programmes so that they can shed off their inhibitions and participate in them with enthusiasm. Both the advance as well as slow learners are encouraged to do good results in their semester examinations. To motivate the advanced learners every year on the Independence Day function the Rank holders of the University examination are awarded prizes & who stood First, Second & Third in the semester examinations are also felicitated on the day of their result.

It is noteworthy to mention here that the academic performance of slow learners changed positively due to the efforts taken by the college. Our Institution takes every initiative to enhance the quality of students and support them in their quest for knowledge.

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.2.1_1653314939_7672.do)
Paste link for additional Information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/2.2.1-FINAL-AI-23RD-MAY.pdf)

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

Answer: 38.79

File Description	Document
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.2.2_1653127603_7672.do)

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

Answer:

The Institution delivers curriculum in a way that is designed to provide an ideal learning environment for the students. The teachers of the Institution employ various techniques and tools to impart teaching and training to the students. The student centric programmes are introduced so as to make them experience better methods of learning.

Experiential Learning

- It is an engaged learning process whereby students learn by doing and by reflecting on the experience. Various Departments of the college conducted Field visit to make learning an experience that moves beyond the classroom. Visit to Kanheri caves, Pagoda by History Department inculcated the concept of ancient culture and tradition. Commerce Department conducted visit to National Association of Blind, Nehru Science centre, through which students undergo experiential learning.
- Visit to SBI gave practical exposure on financial system taught in classroom to the students of Commerce Department. These are opportunities for students to engage intellectually and creatively.
- Experiential service learning has been encouraged through the Language lab of English Department. Unique Initiative has been taken through Role play to educate and empower the students with different social issues in which they may be exposed.
- ICT facilitates content delivery processes. BCOM, BA, BSC IT and Computer Science students prepared and delivered power point presentations of various issues related to their curriculum and social issues which provide a wide spectrum to help understand contemporary social challenges. Power point presentations done by students of Accountancy department on Islamic Banking, Students of FC Department made presentation on Phenomenal Women on the day of International Women's day. Presentation of Economics department on Economic Welfare and Price discrimination provided scope to the students for being engaged intellectually.
- These learning methods encourage creativity, innovation, and adaptation of ideas to meet the challenges of educational scenario.

Participative Learning

- The Institution conducts various methods of participative learning to make every student to come out of their comfort zones. Class assignments and project work facilitate students to think analytically. Students of BSC IT and Computer Science participated in various IT related seminars which gives advanced knowledge about the subject. Commerce Department organized one minute talk which empowered students with self confidence.
- Through participation in the departmental activities like group discussion, quiz students developed team spirit and leadership qualities. They gained understanding about various organizational qualities.
- Participation in project work provided rich participative learning for all the students. The project guiding teachers motivated students to go beyond their curriculum and helped them to present research work in professional manner.

Problem Solving Methodologies

Case Studies enabled critical understanding of a problematic situation. Students realized the threat of environmental issues through the case studies like an E waste, plastic pollution, and air pollution and understood the concept of environment sustainability.

Socio-economic surveys provided practical knowledge to the students to think about realistic solutions for various social problems.

File Description	Document
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Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.3.1_1651825713_7672.do)
Link for additional information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/2.3.1-Additional-Information.pdf)

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Answer:

The institution has significant concerns for building up infrastructure and learning resources to enhance teaching experiences. The major transition of the process is from teacher centered to student centric. ICT enables the use of innovative educational resources. ICT tools are utilized with utmost importance to improve teacher performance in their roles. The use of technology has been considered as a powerful tool in the teaching and learning process.

E-Resources

The College has adopted the method of online teaching on a regular basis since March 2020 due to the ongoing Covid-19 pandemic. Students are attending and responding to this online teaching method which is delivered through a platform of Zoom and Google Meet. During the whole academic year 2020 - 2021, curriculum has been delivered online very effectively.

- Use of ICT enabled teaching, e-learning resources are promoted by the College in order to make the teaching learning process more outcome oriented and student centric. Management has facilitated the use of E-journals, E-books, E-dictionary by the staff members.
- Google classrooms are being adopted in the teaching process for information exchange and notifications. Projects and assignments are submitted by the students through this process.
- Important links for E content are provided in the Asmita website. Inficare solution of the college aids the teacher in examination purpose. It also helps the teacher in collecting student information from the time of admission till the completion of the programme.
- We facilitate OPAC and Web OPAC within campus. We also update and communicate with our students through Asmita College Library Blog (<http://asmitacollegelibrary.blogspot.com/>). We provide Readers Advisory Services and Current Awareness Services through this blog. The blog was initially created in the year 2014. At the end of year 2021 the blog is visited by more than 3600 students.
- Library also created and provided Asmita College Career Blog (<http://asmitacollegecareer.blogspot.com/>). This blog enables us to approach students immediately to inform them about current activities regarding career events, schedules of upcoming competitive examinations. Through this blog we provide monthly job recruitments, publish alerts and schedules of different competitive examinations to update our students about the schedules of upcoming competitive examinations like NET/SET etc. on the home page of our blog in a cost-effective manner. We are adding informative PPT's in our blog to increase awareness the students about different emerging career alternatives available for them.
- LCD projector, audio video facilities and various ICT tools are used by the teachers to create an ICT E- learning environment in the classroom. Provision of LAN, Wifi makes the online work very much effective.
- Sufficient number of printers, scanners and computers in the Institution help the teachers to get all the academic details efficiently.
- Faculties record and upload lectures on Youtube channels.

B.Sc. Computer Science faculty members use the W3School website for running coding programmes and students also provided with explanations of various topics.

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.3.2_1651831119_7672.pdf)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process.	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/ICT-tools-and-resources-available-New.pdf)

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

Answer: 38.79

2.3.3.1 Number of mentors

मार्गदर्शकानां सङ्ख्या

Answer: 29

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.3.3_1651831347_7672.pdf)

Mentor/mentee ratio	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.3.3_1651831298_7672.pdf)
Circulars pertaining to assigning mentors to mentees	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.3.3_1651831518_7672.pdf)

2.4 Teacher Profile and Quality

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

Answer: 91.51

File Description	Document
List of the faculty members authenticated by the Head of HEI	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.4.1_1651831700_7672.d)
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.4.1_1651831763_7672.x)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.4.1_1653119264_7672.p)

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Answer: 2.67

2.4.2.1 Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
0	2	1	0	1

File Description	Document
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.4.2_1651832273_7672.xls)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.4.2_1653119441_7672.pd)

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

Answer: 7.66

2.4.3.1 Total experience of full-time teachers

Answer: 222

File Description	Document
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.4.3_1651832763_7672.xls)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.4.3_1653120068_7672.do)

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Answer:

The Institution adheres to the norms prescribed by the affiliating university. The Institution has an internal and external evaluation system. The basic eligibility criteria used for evaluation is described on the college website. For internal evaluation, unit tests, projects and practical are conducted and for external evaluation, Semester End Examination is conducted as per the norms of the University of Mumbai. The institution has a transparent and continuous internal assessment system.

From the academic year 2016-2017, CBCS pattern was introduced by the University of Mumbai at First Year. The College Examination committee conducts the Semester End examination which are of 100 marks for each subject. The Examination committee consists of the Convener, the Chairperson, and the members. The administrative staff also supports in exam related work.

Students are informed about the criteria for internal assessment and continuous evaluation during the orientation programme. It is also addressed by teachers from time to time during regular lectures.

Internal examinations are meant for assessment of the students by the course teacher at the Institution level. It helps the students in preparation for the university level examination and also gives them an opportunity to get familiar with the examination conditions. Unit Test is helpful for deep understanding of subject. Students can understand how much they are prepared for the examination

Students are evaluated as per University of Mumbai guidelines by Semester End Examinations, and Institute follows internal assessment of the students through two unit test of 20 marks each which consist of 10 questions of 2 marks each.

The process of internal assessment is continued for all 6 Semesters and finally it is found to be useful for determining various programme outcome attained by the students.

In the internal as well as external evaluation, transparency is maintained by the institution. All notices regarding Unit tests and Semester End examinations are displayed on the notice board and on the institution website. Results are also displayed on the notice board by the concerned subject teachers.

The internal evaluation test papers are assessed within the given period and the performance is discussed with the students. After every internal test, each individual course teacher gives feedback to the students along with a score. Subject Teachers assessed the unit Test papers within two weeks. The teacher discussed the corrected answersheets with the student.

If students have grievances related to the examinations, they can report them to the Examination committee. First, the Examination committee and the Grievance committee discuss the issue with the concerned teachers to resolve it. If grievances are not resolved, then a meeting is called with the Principal in presence of the Examination committee, Grievance committee and concerned subject teachers. Efforts are made to resolve all grievances within the stipulated time.

The internal assessment mechanism being robust helps to achieve the objectives of the continuous internal evaluations. The students are evaluated on various parameters and their learning and understanding of the course matter is evaluated from different angles.

File Description	Document
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.5.1_1653134300_7672.do)
Link for additional information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/2.5.1-ADDITIONAL INFORMATION.pdf)

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

Answer:

IQAC consistently works on student centric activities. It interacts with the exam committee and the students. All examination related notices are displayed on the college notice board and on the college website for all stakeholders. In the orientation programme, the Principal briefed up the examination-evaluation system. The college conducts tutorials, unit tests, presentations, group discussion, etc. to assess the performance of students. Projects are strictly monitored by the subject teachers and viva-voce is carried out as part of the evaluation. Semester wise two Unit test hold in an academic year. Unit Tests are included in the Teaching Plans which are submitted by the teachers in the beginning of the Academic year.

All examination related grievances are addressed by the Examination grievance committee. Our Institution having Unfair means committee which acts as Examination Grievance committee . Examination Grievance committee consists chairperson, and other committee members . Principal is the chairperson of Examination Grievance committee.

If any grievance occurs, the student needs to approach to the exam committee. At the initial level, the committee discusses with the concerned teacher and solves the issue at the primary level. Internal exam marks of the students are displayed on the notice board and their queries are discussed .The students who are not satisfied with their performance in the unit tests are guided for further process. If any unacceptable behaviour is observed, the class supervisor

communicates this to the Examination grievance committee .The grievance committee takes a note of this grievance and both are called by the committee in presence of the Principal and examination committee.

Transparency is maintained in the setting of question papers as per the prescribed syllabus of University of Mumbai. Semester wise Unit test results are declared as per mentioned within stipulated time. The unit tests performance is discussed with the students for their further clarifications.

All other examination related grievances like hall ticket bearing wrong subject , mistakes in names or seat numbers are dealt with by the examination grievance committee. Grievance committee displays a schedule of meeting with the Principal to solve all grievances. Grievances are solved within one week of time. Principal, the Examination committee head and the members are present to resolve the student grievances. All the mechanisms to deal with examination related grievances are transparent, time bound and efficient.

POLICY FOR EXAMINATION GRIEVANCE COMMITTEE:

If any student is having any grievances related to the Examination –

- Students can approach the Examination committee.
- Grievances if any , are forwarded to the Examination Grievance committee.
- Examination grievance committee goes through all grievances of the students. Some grievances are solved by discussion with the students and subject Teachers.
- For the remaining grievances, the committee prepares the schedule to discuss grievances . The committee displays a notice of meeting with the Principal on the notice board for students.
- Principal and Examination Grievance committee members discuss the grievance of the students and take decisions in the stipulated time.

File Description	Document
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.5.2_1651834439_7672.pdf)
Link for additional information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/2.5.2.-AI.pdf)

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.

Answer:

While defining the Programme outcomes, mainly explained availability of opportunities in further studies as well as employment opportunities. It also leads to empower intellectual, interpersonal skills, depth of knowledge and competencies that students are expected to acquire as a result of completing their programme of study.

The course outcome clearly reflects the knowledge and skill which students acquire by learning that course and it defines the cognitive processes a course provides.

The Programme Outcomes, Programme Specific Outcomes and Course Outcomes of all courses/programmes are made available on the website.

During the admission process, the teachers counsel the prospective students and parents on the expected outcomes of programmes for selecting their course for admission.

The outcome of courses is clearly outlined at the the beginning of the year. First three lectures are totally devoted to explain the Programme outcome and Course outcome to the students.

The institution offers the programmes of Bachelor of Arts (B.A. Specialisation in Economics and History), Bachelor of Commerce (B.COM), Bachelor of Science (Information Technology) (B.SC-IT), Bachelor of Science (Computer Science) (B.SC-CS).

All the programmes follow the syllabus prescribed by the University of Mumbai.

*Course outcome of the Foundation course gives knowledge about the external environment consisting of cultural, social and environmental diversity.

*Course outcome of Economics of Development leads to understand the development of Economics. Understanding the concept of Economics. To Analyse, Identify and evaluate policies.

*In the second year of Commerce, students get basic knowledge about Indian Financial systems and update the learners with the recent trends in Finance.

*In the third year of Commerce in financial accounting, enable the students to learn the accounting treatment relating to company accounts. Assess the preparation of Final accounts of companies.

*Advanced Web Programming helps to understand how Microsoft framework architecture is designed. Then how to design and develop console applications.

The basic goals of higher education such as the dissemination, creation and application of knowledge as well as developing innovative minds for sustainable better world are preferred and attained by defining the Program outcomes and course outcomes.

The college deputed teachers for workshops, seminars, conferences and FDPs to enrich them to attain the outcomes while teaching learning in the class. Teachers actively participate in workshops on revision of syllabus organized by the university. The updated knowledge is shared with existing students to align better with the specific course outcomes.

Coordinated efforts are taken on the part of the College and students in achieving the desired outcomes. Motivational lectures, Skill enhancement activities and mentoring sessions are organized regularly. Various course specific activities such as projects, departmental activities and certificate courses enable students to work towards achieving course outcomes.

File Description	Document
Upload COs for all courses (examples from Glossary)	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.6.1_1653136231_7672.pdf)
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.6.1_1653136331_7672.doc)
Paste link for	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/2.6.1-AI-.pdf)

Additional
information**2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.****Answer:**

The college has a systematic process of collecting and evaluating data on programme and course learning outcomes and uses them to overcome the barriers to learning. The assessment of student learning outcome is done on the basis of internal and external examination for all the courses. In the case of science faculty, analysis is done on the basis of practicals.

Internal examinations are meant for assessment of the students by the course teacher at the Institution level. It helps the students in preparation for the university level examination and also gives them an opportunity to get familiar with the examination conditions. In our Institution we follow a semester pattern for examination. During each semester, for each course, there are two Unit Tests of 20 marks each.

The process of internal assessment is continued for all 6 Semesters and finally it is found to be useful for determining various POs attained by the students.

In the internal as well as external evaluation, transparency is maintained by the institution. All notices regarding Unit tests are displayed on the notice board and on the institution website.

The internal evaluation test papers are assessed within the given period and the performance is discussed with the students as a formative measure. After every internal test, each individual course teacher gives feedback to the students along with a score.

Programme attainment is done by calculating 50 % of direct and 50% indirect assessment of all the courses. Basically this helps to get the idea that which course attainment has scored more than 80% and which one scored less than 80%. Less than 80% courses need to motivate the students to focus more on those courses as well as should try to create interest and better understanding of the respective course. This definitely helps both students as well as faculty members of respective courses. Along with this Student Exit Survey conducted by the institution. Details of Placement of graduate students also collected. Survey forms are prepared to collect the respective information for programme outcome.

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.6.2_1651834953_7672.do)
Paste link for Additional information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/2.6.2-AI.pdf)

2.6.3 Average pass percentage of Students during last five years**Answer:** 153.07

2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
364	355	307	359	387

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

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
317	321	161	225	204

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.6.3_1653479924_7672.pdf)
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.6.3_1653479928_7672.xls)
Paste link for the annual report	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/2.6.3-Link-for-Annual-Report-1.pdf)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Answer: 3.42

File Description	Document
Upload database of	

all currently enrolled students (Data Template)	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.7.1_1653469960_7672.xls)
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/2.7.1_1653469969_7672.pd)

3. Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Answer: 317000

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

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
00	317000	00	00	00

File Description	Document
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.1.1_1652162447_7672.xls)
e-copies of the grant award letters for sponsored research projects / endowments	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.1.1_1652162510_7672.pc)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.1.1_1652162543_7672.pc)

3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Answer: 3.33

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

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
00	02	00	00	00

3.1.2.2 Number of departments offering academic programmes

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
12	12	12	12	12

File Description	Document
Supporting document from Funding Agency	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.1.2_1652162755_7672.pd)
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.1.2_1652162844_7672.xls)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.1.2_1652162879_7672.pd)
Paste link to funding agency website	View Document (https://vishwabhusanfoundation.org/)

3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years

Answer: 11**3.1.3.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years**

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
03	01	04	02	01

File Description	Document
Report of the event	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.1.3_1652163170_7672.pdf)
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.1.3_1653133311_7672.xls)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.1.3_1652163356_7672.doc)

3.2 Research Publications and Awards**3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years**

Answer: 1.49

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

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
2	12	8	8	15

File Description	Document
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.2.1_1652167431_7672.xls)

Any
additional
information

View Document

(https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.2.1_1653120335_7672.do)

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

Answer: 0.46

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

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
4	0	2	2	6

File Description	Document
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.2.2_1652167643_7672.xls)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.2.2_1653120467_7672.do)

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 last five years.

Answer:

Institution has undertaken different activities to create awareness among the students towards different social issues and for the holistic development of students. The main objective of Institution is to make students socially responsible citizens. It helps students to develop social awareness and the need for social service.

During the last five years mainly continuous work done on different programmes like Swachha Bharat Abhiyan, Road Safety, Blood Donation, Rally on Voting Awareness, HIV/AIDS Awareness, Tree Plantation, Save Girl Child, Anti-Plastic Campaign, Yoga Training and wall painting on Swachhta Hi Seva.

Our students has done awareness of Swachh Bharat Abhiyan, HIV/AIDS Awareness, "Beti Bachao, Beti Padhao" through posters, slogans. During rally performed street play on various social issues in adopted area, market place and in adopted village. In anti-plastic campaign,

student has prepared paper bags and distributed in shops. Cloth bags are also distributed in local market especially those people who carry plastic bags. Tree plantation is done in college campus as well as in camp site.

Institute has undertaken various activities to create awareness of fitness through Yoga Training. International Yoga Day is celebrated every year. Our students has participated wall painting in “ Swachhata Hi Seva.” Workashop on Jagrut Mumbaikar was organised by Mumbai Police . Lecture on Surgical Strike was organised for students.Rally was organised on “ Don’t Drink & Drive.”

Every year cleanliness drive undertaken in college campus as well as various areas such as market place, adopted area,bus stop, Mhatre ground. Every year during 7 days Residential Camp , campers undertake cleanliness drive in camp area and adopted village. Students explain them importance of cleanliness. During rally importance of road safety also explained and appeal made to follow traffic rules,importance of helmet.

Collection of plastic from society done and submitted to Bisleri Company. E-waste collected and submitted to BMC under project Mazi Vasundhara.Workshop on Cashless India was organised for three days by SBI in college campus. Every year voting awareness done through rally,posters with BMC. Demonstration of VVPAT was also organised for students.

Flood relief material like biscuits,sanitary pads,sarees,rice,dal was contributed by all sections of institute and aid was given to kokan area people affected due to flood.

Specially during pandemic situation distributed masks and sanitizers in adopted area. Distribution of 40 bags of foodgrain distributed to 40 families of Chinchvali village which consisted rice,oil, turdal, salt. Total cost was contributed by the Institution. During lockdown Institute has organised” Webinar on Mental Health”.It has received very good response as many students were able to express their anxiety , fear of corona virus. They have got support and direction how to overcome those feelings. Our college students prepared videos to spread awareness about pandemic situation and tried to motivate “Stay Home Stay Safe.” It has helped how to face the situation with strong positive approach.

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.3.1_1653128226_7672.do)
Paste link for additional information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/3.3.1-AI-New.pdf)

3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Answer: 1

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

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.3.2_1652165758_7672.xls)
e-copy of the award letters	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.3.2_1652165872_7672.pd)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.3.2_1652165913_7672.pd)

3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Answer: 73

3.3.3.1 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
17	18	13	13	12

File Description	Document
Reports of the event organized	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.3.3_1653128453_7672.do)
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.3.3_1652166146_7672.xls)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.3.3_1653128462_7672.do)

3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years

Answer: 69.79

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., year-wise during last five years

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
461	979	964	783	792

File Description	Document
Report of the event	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.3.4_1653128632_7672.do)
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.3.4_1653482033_7672.xls)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.3.4_1653128637_7672.do)

3.4 Collaboration

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

Answer: 13

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

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
2	4	4	2	1

File Description	Document
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Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.4.1_1652164188_7672.xls)
e-copies of linkage related Document	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.4.1_1652164079_7672.do)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.4.1_1652163777_7672.do)

3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years

Answer: 6

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

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
2	1	1	2	0

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.4.2_1652789757_7672.pd)

Institutional data in prescribed format(Data template)	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.4.2_1652165138_7672.xls)
e-Copies of the MoUs with institution./ industry/ corporate houses	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/3.4.2_1652165211_7672.pd)

4. 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.

Answer:

Infrastructural development is an important component of academic development. The college management of our institution shows keen interest in the enhancement of infrastructure, for the smooth conduct of all the academic, curricular and extra- curricular activities. The infrastructure facilities ensure smooth teaching - learning process. Physical Infrastructure facilities to promote a teaching – learning atmosphere are as follows:

Items	Quantity
Classrooms	15
Classrooms with Wi-Fi connectivity	12
Smart class rooms with Wi-Fi & LCD projectors	02
Seminar halls with ICT facilities	01
Computers/ Laptops	Total No of Computers: 138 116 (Academic Purpose)
Printers	20
Scanner	07
LCD Projector with Audio / Video	07
LAN	07
WAN	06
Wi-Fi	10
Web Camera	04
Total benches	511
Plastic chairs	367
Wooden chairs	12
White Board	11
Black Board	07

Smart classroom is a technology enhanced learning classroom that enhances the way of teaching & learning digitally. We have two smart classrooms integrated with digital technology. It enables PPT and video presentation for explanation of subject related topics in an interactive way. It increases engagement factor and leads to better performance both for students and teachers.

ICT has also become integral to the teaching learning interaction. Our institution replaces chalk boards to white boards and use of ICT is promoted which lead to improve thinking levels of students and provide creative and individualized options for students to express their point of view. They prepared their projects and present papers with their own individuality and creativity. Faculty members make use of ICT tools such as google meet, google classrooms, tablets, laptops etc. for improving their teaching methods. Google classrooms makes learning easy and fun.

Library of our college supports the mission of the college and is committed to provide information leading towards excellence in higher education and women empowerment. The library has a multifaceted collection of 28400 books. Library is subscribing Journals, periodicals, Newspapers and CD's to cater researchers and students with up to date knowledge. Library is a registered member of INFLIBNET to receive the benefit of consortia through N-List, which facilitate access to more than 6000 e-journals and more than 135000 e-books. Library have institutional membership with DELNET (Developing Library Network). With a collection of more than 3800 E-journals & 80000 e-books. The library has a computerized catalogue of its entire collection which facilitates the users to search books via different access points like author, title, keyword, publisher in fraction of seconds. Web OPA (Online Public Access Catalogue) also provides advanced searching and integrated searching such as Title & Subject. The library uses a user-friendly menu an interactive software i.e., SOUL 3.0 developed by INFLIBNET.

Library is the central learning resource in the college and has good accomodation facility for the sudents. The present total book collection of the library is more than 28400.

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/4.1.1_1653120724_7672.pdf)
Paste link for additional information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/4.1.1.-AI.pdf)

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

Answer:

Sports activities and cultural activities always attract students and it will lead to a healthier environment. Our management takes the responsibility to ensure the engagement and participation of the students in both sports & cultural activities. All round personality can be developed not only by curricular education but also by making provisions for extra-curricular activities to build self-confidence, team spirit, leadership qualities and inter-intra personal skills. We believe girls who play sports have a more positive body image and experience higher states of psychological well-being than other girls who do not participate in such activities. Sports has been one of the most important socio-cultural experiences for students. It also helps to reduce gender stereo types and discrimination.

Increasing access for girls to sports activities help to build confidence and promotes stronger socio-integration. Involving girls in sports activities contributes social vulnerability of women and girls students.

Institution encourages students to actively participate in indoor and outdoor sports. The College provides adequate facilities for indoor and outdoor games. For the all-round development of the students attending the college there is a compact Gymkhana at ground floor comprising nearly 450sq. Ft. containing modern equipment. Gymkhana at ground floor contain one weighing machine, one Pec Dec Machine, one arm Pulley, one Wrist Curl Machine, One cycle Manual, one Treadmill, one Multipurpose Bench, Dumbbell Sets in its Fitness Zone.

For Cricket we have three Cricket Bats, one dozen Tennis Balls and 11 Ground Coue, and six Stumps, Six Badminton Rackets, one dozen shuttlecocks and one Net Cricket kits, T Shirt and Shoes are provided from the college as per the players requirements during intercollegiate and other sports events. The Indoor games room of 483 Sq. Ft. has amenities for Indoor games.

We have a small ground within the premises where we organize cultural programs & annual day. For Outdoor games we have an arrangement where we hire the ground (Ravindra Mhatre Ground Just behind our college building) We organize College & intercollegiate cricket tournament sand Kabaddi tournaments in this ground. We used to conduct outdoor sports activities like Tug-of-war, Kabaddi, Cricket Shotput, running race etc as college & Intercollegiate activities. Our students actively participate in all the types of sports. Our Principal Manisha P. Nair and Om Vidyalkar Shikshan Sanstha Management provides all mental, physical & financial support to girl students for their physical well-being and try to improve their status to cope with the competitive world. It is our proud privilege that in the year 2018-19. We have conducted a mini-marathon based on the theme Organ Donation in which majority of students are participated on 5th January 2019 and got public appreciation.

To empower the girl students of our college we conduct number of cultural activities every year. Number of students participate in many competitions every year. We have an auditorium comprising 4360 Sq. Ft which we use to conduct cultural programs and yoga practice.

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/4.1.2_1653121028_7672.pdf)
Paste link for additional information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/4.1.2.-AI-1.pdf)

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Answer: 75

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Answer: 12

File Description	Document
Upload any additional information	View Document

additional information	(https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/4.1.3_1653474101_7672.do)
Institutional data in prescribed format(Data template)	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/4.1.3_1653131421_7672.xls)
Paste link for additional information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/4.1.3-AI-REVISED.pdf)

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Answer: 6.91

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
1.55	4.78	4.00	4.52	6.5

File Description	Document
Upload audited utilization statements	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/4.1.4_1652791474_7672.pd)
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/4.1.4_1652791548_7672.do)

Institutional data in prescribed format(Data template)	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/4.1.4_1652791603_7672.xls)
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4.2 Library as a Learning Resource

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

Answer:**Name of Software: SOUL 3.0**

The Library is fully automated with the ILMS SOUL 3.0. SOUL (Software for University Libraries) is state-of-the-art integrated library management software designed and developed by the INFLIBNET Center based on requirements of college, university and other academic libraries. Library automation saves the time of users by facilitating OPAC and Web OPAC within campus for immediate information retrieval.

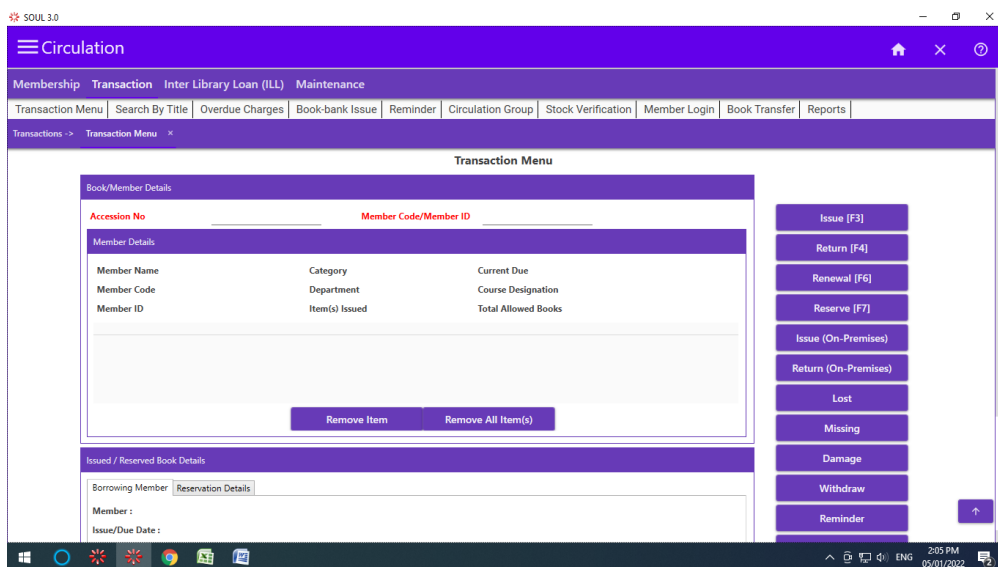
Nature of Automation

Library is fully automated with using all the modules of SOUL 3.0. We are using all the modules of SOUL 3.0.

Acquisition Module: Automated acquisition is very significant activity for the libraries. There are several distinct acquisition functions: selection, verification, vendor assignment, ordering, acquiring and accessioning. All the vendors are added through administration module in the acquisition master in vender management sub-module to complete the acquisition process till accessioning.

Cataloguing Module: Cataloguing is the most important module of the LMS for the retrieval of information. In soul 3.0 bibliographic details such as Title, Author, Publisher, Edition, ISBN etc. are able to enter in marc21 format. Once this information saved record is generated. It is also compliant to international standards such as AACR-2, Marc xml. Records can be added using online copy cataloguing.

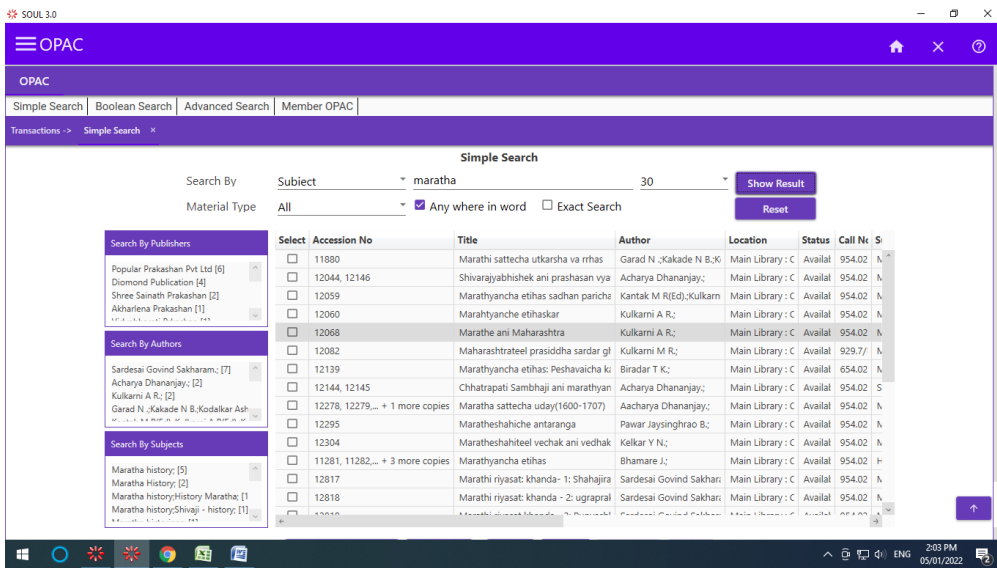
Circulation Module: The Circulation module allows us to establish relationship between the user and resources by creating transaction records (Issue/Return/Renew),Reserve the item(s),issue the item on ILL, Book bank transaction facility and get number of routine reports and some management reports. Such as number issue, number of return, circulation within premises for a required time period. We also use member log in sub-module to keep track and record on number of footfalls in library.



Serial Control Module: Through Serial Control Module a database with article indexing for the bound volumes of journals is made available, which allows to search articles through subject, keyword and author fields from the bound volumes collection of journals.

OPAC: The OPAC has simple and advanced search facility with the information for item including author, title, corporate body, conference name, subject headings, keywords, class number, series name, accession number or combination of any of two or more information regarding the item. Major Functions provided in the OPAC module are:

1. Simple Search
2. Boolean Search
3. Advanced Boolean Search
4. Records in MS Excel, PDF or MARCXML



Administration: Administration master databases provides various sub-modules such as user settings, system settings, acquisition master, catalogue master, circulation master, serial master and general master.

In-house Bar-coding: Our library has in-house bar-coding generation provision which are designed and used for books as well as users library card for the circulation and member login.

Version: Presently the library is using updated version that is SOUL 3.0.

Year of automation: Library staff initiated automation process from the year 2009. Till 2014-15 that is during the first cycle of NAAC accreditation library was partially automated. From the year 2019-20 library is fully automated with retrospective conversion as well as article indexing for the bound volumes of journals.

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/4.2.1_1652774207_7672.pdf)
Paste link for Additional Information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/4.2.1-AI.pdf)

4.2.2 The institution has subscription for the following e-resources

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources

Answer: B. Any 3 of the above

File Description	Document
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Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/4.2.2_1652774475_7672.pd)
Institutional data in prescribed format(Data template)	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/4.2.2_1652774479_7672.xls)

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Answer: 159687.4

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

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
32773	154867	205677	185355	219765

File Description	Document
Institutional data in prescribed format(Data template)	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/4.2.3_1652774820_7672.xls)
Audited statements of accounts	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/4.2.3_1652774927_7672.pd)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/4.2.3_1652774933_7672.pd)

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

Answer: 4.33

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

Answer: 50

File

Description	Document
Details of library usage by teachers and students	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/4.2.4_1652775052_7672.pd)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/4.2.4_1652786096_7672.do)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Answer:

Yes, the Institute has an IT policy covering all major areas. A well equipped computer labs are also functioning in the college. The students of the college provided access to the computer labs. All the departments of the college are provided with the computer and other related peripherals. All teaching staff members used the ICT in the classrooms and laboratories, whenever needed.

Most of the official work is accomplished with the help of ICT. The college regularly maintains the IT facilities. Following are some basic facilities for updating:

- **Wi-Fi, Anti-virus securities and printers and bar-code printers which is updated or amended whenever required as per the need of the institute. Institution tries to have upgradation IT facilities as per the requirement by regulatory norms as well as industry. Institution is regularly upgrading its infrastructure covering Wi-Fi, Anti-virus software upgradation, erp system, ICT enabled teaching learning.**
- **Website Hosting has its method and hierarchy which is followed systematically. Certain violations of IT policy by any member may even result in disciplinary action against the offender by institution authorities. Every year we acquire quotations from different IT maintenance firms and then we finalize one IT maintenance firm from those on the basis of the amount quoted and services offered. At present we have employed Parshwa Infotech, Chedda Computers & Systems, Inficare Solutions Pvt. Ltd. for the maintenance of computers.**
- **The internet bandwidth is enhanced from 30 Mbps to 50 Mbps over last two years, so that the academic and research activities can be handled with better connectivity. Over 7 LAN points were augmented across the campus computer and office spaces. The campus is also equipped with 10 WiFi points.**
- **Presently we have 138 Computers/Laptops out of 138 ,116 Computers/Laptops is used for students with the following configuration Windows 8, Windows 10 OS, Pentium R, DUAL CORE, INTEL CORE i3, AMD A6 processor, 160 GB,230 GB,250 GB,350 GB,500 GB,1 TB HDD and 2GB-8 GB RAM. We also have Servers with the WIN Server ,Window 7 Pro OS, Core i3 processor,8 GB RAM,800 GB-1 TB HDD configurations.**
- **Annual maintenance of computers are done on regular basis.**
- **Wi-Fi connectivity is available in all computer labs, classrooms, IQAC room and administrative office.**
- **Institute recently developed a smart class rooms with latest technology multimedia device.**
- **We have purchased ZOOM Applications for online lectures.**

- Annual maintenance of Administrative Software such as Adme, RESO & CPA are done on yearly basis.
- The entire campus is under CCTV surveillance for safety and security purpose.
- The College purchases printers, scanners, projectors and web cams as per the requirements given by the departments. The college has in all 20 printers, 7 scanners, 7 projectors, 5 Xerox Machines.
- College has various Licensed software's needed for academic purposes which includes Microsoft Office 2016, MS Visual Studio Pro 2015 all these with Lifetime validity, Tally ERP Gold 9 and Quick Heal Antivirus Software.

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/4.3.1_1652859816_7672.do)
Paste link for additional information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/4.3.1-AI-1.pdf)

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

Answer: 9.7

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/4.3.2_1652859992_7672.do)
Student – computer ratio	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/4.3.2_1652860073_7672.pd)

4.3.3 Bandwidth of internet connection in the Institution

Answer: B. 30 MBPS – 50 MBPS

File Description	Document
Upload any additional Information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/4.3.3_1652860230_7672.pd)

Details of available	
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bandwidth of internet connection in the Institution

View Document
(https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/4.3.3_1652860235_7672.pd)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Answer: 76.39

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

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
28.14	52.72	54.46	55.74	34.37

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/4.4.1_1652790067_7672.pd)
Institutional data in prescribed format(Data template)	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/4.4.1_1652790071_7672.xls)
Audited statements of accounts	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/4.4.1_1652790075_7672.do)

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.

Answer:

The Institute has well defined guidelines and procedure for maintaining the physical, academic and support facilities that are mentioned in the maintenance policy document of the College. There are college level committees such as College Development Committee, IQAC, Library committee, that looks after the various aspects of the utilization and maintenance of the physical and support facilities.

Facilities Use Policy

Facility Use policy provides a framework for the optimal use of physical assets as well as regular review of the College's space needs.

Classroom

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. Guest lectures, seminars, Library exhibitions, and other programs arranged by different departments for students. The space is allotted to these activities on the basis of number of students participated in it.

Library

The library space is allocated by the Librarian according to the usage. Librarian takes care of the functions of library. Library attendants take care of issue of books, collection, cleaning the stock room and reading room regularly.

Computer Laboratory

The college has appointed technical person for maintenance and up gradation and technical issues related to computers and electrical equipment. The Institute website is maintained and update on a regularly basis.

Sports Room and Gymkhana

Sports committee has responsibility of the development and maintenance of sports facilities. Gym equipment is maintained and repaired as and when required.

Maintaining and Utilizing Policy -

The Institute uses mechanism of the physical and academic facilities as per following points-

1. The routine cleaning and maintenance of classroom and physical space is performed regularly as per policy.
2. Renovation, alteration, and improvement of the existing academic, and support buildings is decided by the Principal in consultation with concerned head of the program.
3. For maintenance of IT infrastructure and Electrical fittings and appliances, separate computer technician and electrician are appointed for day-to-day technical needs as well as replacement and repairment.
4. 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 light tubes, bulbs, switches.
5. Maintenance policy ensures that equipments is always in ready and in reliable condition as well calibrated to provide good quality outputs. Department Heads and faculty members in the departments are accountable for proper use of equipment.
6. If maintenance or repairing of equipment is necessary, head of department of CS and IT takes care of this. If there is replacement of small part of the equipment, head and faculty with laboratory assistant make arrangement for it.
7. For major maintenance and repair, external technicians are called.
8. The College makes provision in Budget for Maintenance. The Institute invites quotations for the proposed work from different vendors. Work order is issued after comparative analysis of different quotations. Payment is proposed through concerned authorities and forwarded by the Principal for Final payment.

File Description	Document
Upload any	View Document

additional information	(https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/4.4.2_1653134598_7672.do)
Paste link for additional information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/4.4.2-AI-Revised.p

5.Student Support and Progression

5.1 Student Support

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

Answer: 13.17

5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
76	92	105	212	270

File Description	Document
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upload self attested letter with the list of students sanctioned scholarship	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.1.1_1652179074_7672.pd)
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.1.1_1653121310_7672.do)
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.1.1_1653121734_7672.xls)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Answer: 1.07

5.1.2.1 Number of students benefitted by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
0	12	0	30	19

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.1.2_1653121411_7672.pdf)
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.1.2_1653121898_7672.xls)

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

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

Answer: A. All of the above

File Description	Document
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.1.3_1652181578_7672.xls)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.1.3_1653127848_7672.doc)
Link to Institutional website	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/5.1.3-AI-1.pdf)

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Answer: 17.1

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

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
0	73	282	348	275

File Description	Document
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.1.4_1653134748_7672.xls)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.1.4_1653134751_7672.do)

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

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

Answer: A. All of the above

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.1.5_1652181204_7672.pd)

Minutes of the

meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.1.5_1653126940_7672.do)
Details of student grievances including sexual harassment and ragging cases	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.1.5_1652181221_7672.pd)

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Answer: 3.76

5.2.1.1 Number of outgoing students placed year - wise during the last five years.

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
5	12	12	7	6

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.2.1_1653314727_7672.do)
Self attested list of students placed	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.2.1_1652183015_7672.pd)
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.2.1_1653314835_7672.xls)

5.2.2 Average percentage of students progressing to higher education during the last five years**Answer:** 5.99**5.2.2.1 Number of outgoing student progressing to higher education.****Answer:** 19

File Description	Document
Upload supporting data for student/alumni	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.2.2_1652183289_7672.)
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.2.2_1652183295_7672.)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.2.2_1653136567_7672.)

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**Answer:** 0**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) year wise during last five years****Answer:**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**Answer:**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Upload supporting data for the same	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.2.3_1652183748_7672.do)
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.2.3_1652183755_7672.xls)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.2.3_1652183760_7672.do)

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Answer: 8

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) year-wise during the last five years.

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	1	2	5

File Description	Document
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.3.1_1652180875_7672.xls)
e-copies of award letters and certificates	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.3.1_1652180884_7672.pd)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.3.1_1652180890_7672.pd)

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)

Answer:

The College has a Student Council for the purpose of active participation of the students in various academic and administrative activities. This committee empowers the students in inculcating leadership qualities, rules, regulations and execution skills. They help in coordinating all the events related to academics and other co-curricular activities as per directives of teaching faculty. Student Council Members selected and Student Council is constituted every year.

Process of Student Council:

The Student Council consists of class wise student representatives and NSS, NCC, Sports and Cultural representatives. One student is selected as the General Secretary of the Student Council. This committee empowers the students in inculcating leadership qualities, rules, regulations and execution skills. The Student Council representatives help coordinating all the events related to academics and other co-curricular activities as per directives of teaching faculty.

Functions of Students Council:

- To coordinate in day-to-day academic activities at their level.
- To coordinate in communicating the information between students and teaching faculty, regarding assignments, viva voce arrangements etc.
- To coordinate in arranging academic tours for the students with the help of teachers.
- To coordinate in arranging College and inter-collegiate Cultural and Sports activities.
- To promote an effective communication among students and teachers.
- To help in smooth functioning of all academic, administrative and other activities of the college.
- To contribute in solving the day-to-day issues of their classes about cleanliness, drinking water, canteen, library, office etc.
- To participate in community welfare activities.
- To help in fostering friendship and cooperation among the students.

Activities of the Student Council:

- Active participation in organizing College Annual Day "Pratibimb and Aavartan".
- Involvement in annual sports day organized by the college.
- Presence in extension activities like tree plantation, blood donation programme, voting awareness, Ganesh Immersion, plastic free campaign .
- Assistance on Convocation Day held in the college.
- Support in felicitation programmes organized by the college.

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.3.2_1652178284_7672.do)

Paste link for additional information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/5.3.2-AI.pdf)
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5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Answer: 40

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

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
9	67	51	48	25

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.3.3_1652180473_7672.do)
Report of the event	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.3.3_1652180479_7672.do)
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.3.3_1653134874_7672.xls)

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

Answer:

Asmita College of Arts and Commerce for Women and Asmita College of B.SC (IT and Computer Science) is established by Om Vidyalkar Shikshan Sanstha. From the very day of its incorporation, the college has been trying to provide maximum facilities and welfare to its students. Hence, the alumni have been attached with the college with their heart and soul. Alumni maintain connections to their educational institution and fellow graduates. The alumni play an important place in college activities round the corner. College has a registered alumni association. The Association is playing a pivotal role in keeping alumni connected. The alumni association aims to foster interaction amongst the alumni, students, and faculty. Under the guidance of the principal, the alumnis to support students and organize various activities for

them. The alumni association provides an open platform for the former students, current students, teachers and non-teaching staff to exchange views on several aspects related to the development of the college.

The alumni association contribute significantly in various programmes organized by college like college annual day and inter collegiate competitions, in which the alumni share their opinion and give valuable suggestions. The purpose of an Alumni association is to foster a spirit of loyalty and to promote the general welfare of our college. The Alumni association contribution to college is through various means. They are engaged in conducting social activities for the welfare of society through donations in the form of books, stationery, old clothes and blankets in our adopted area and NSS Camp site.

The college took the initiative to give representation to the alumni in College Development Committee. The initiation taken by the college has fruitful results. The representative student played an active role in the activities and the decisions making process of the college. Therefore, even the Alumni have passed out from our college, they remain an integral part of the Institution.

Activities of Alumni Association

- They are being appointed as a judge for cultural competitions like mehndi, nail art, bridal make up, solo and group dance and so on.
- Active participation in College Cultural and Sports events.
- Give suggestions from time to time for improvements.
- Provide guidance in studies to current students.
- They contribute in events for social cause like blood donation, distribution drives etc.
- They are the helping hands in organizing NSS and NCC activities.
- The Alumni give their feedback on curriculum.
- Extend support in arranging Seminars, Workshops, inter-collegiate competitions organized by the college.

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.4.1_1652178476_7672.pdf)
Paste link for additional information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/5.4.1-AI.pdf)

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Answer: E. <1 Lakhs

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/5.4.2_1653128022_7672.pdf)

information

https://assessmentonline.naac.gov.in/public/index.php/hei/ssr_reports/eyJpdil6Im53YWQ2WEpLS0hXVjN1Z3Y0eERMZ3c9PSlInZhbHVlIjoU...

6. 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*

Answer:

Vision: “Empowerment of young women through education.”

Mission:

- To provide quality higher education to young women students to face the challenges of the world with courage and confidence.
- Personality development of students through a wide variety of circular, Co-curricular and extra – curricular activities.
- Achieving excellence in education by maintaining high standard of teaching and molding their character to make them responsible citizens.
- Inculcating a value system and positive thinking among under privileged young women students to make them psychologically strong and morally upright.
- To bring out the hidden talents of the students and to develop global competence, creativity and employability through proper guidance.

Objectives:

To impart a holistic education that relates to mental, physical and moral outlook of young women students.

- To encourage financially and academically weaker students for taking up higher education.
- To organize events and activities for women empowerment.
- To equip underprivileged young women students to take their rightful place in the society with confidence and poise.
- To foster and develop ethically conscious and socially responsible citizens.

B. Nature of Governance and leadership:

The institution has a very transparent governing system under the effective leadership of the Governing Body and the principal. The leadership is committed to fulfill the vision and mission statement of the institution.

C. Perspective plan: The IQAC coordinates the preparation and monitoring of the perspective plan to organize curricular, co-curricular and extracurricular activities. The Heads of all the departments and chairperson of various academic and administrative committees along with the faculty play constructive role in effective implementation of the plan.

Committees of Governance and it's functions:

1. Functions of Governing Council:

- To manage and to plan for development of the institution.
- To collect funds for institution's development.
- To prepare and to keep annual financial budget and get approved.
- To prepare and to execute the general policies, appointments and to maintain Corpus fund.

- To appoint committees, Sub committees and to decide their works and to implement.

2. Functions of College Development Committee (CDC):

- Prepare development plan of the college regarding academic, administrative, infrastructural and technological upgradation, and enable college to foster excellence in curricular, co-curricular and extra-curricular activities.
- Make specific recommendations to the management to encourage and strengthen research, and extension activities in the college.
- Make specific recommendation regarding the improvement in teaching and suitable training programmes for the employees of the college.

Functions of Internal Quality Assurance Cell (IQAC):

- Organization of skill enhancement initiatives for development of employability of students
- Organization of co-curricular activities in support and curriculum.
- Development of value system and positive thinking.
- Development of value system and positive thinking.
- Academic exchanges and exposure to face future challenges.
- Society welfare initiatives.
- Organization of seminars/workshops for development of teaching and non-teaching staff.
- Environment protection initiatives.
- Gender safety and sensitization.
- Use of ICT in different areas of administration and teaching learning process.
- Promotion of Research Culture.

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.1.1_1652786365_7672.pdf)
Paste link for additional information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/6.1.1-link-for-AI.pdf)

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

Answer:

The Institution has adopted decentralisation and participative management in the process of academic and administration. Each department works under the guidance of the Principal and Internal Quality Assurance Cell. Every faculty member is involved in the various academic and administrative committees.

A case study of 7 days NSS camp: NSS Unit of the Institution constitutes of NSS programme officers, collectively supported by Chairman of the College, Principal, all the faculty members and non-teaching staff members. NSS unit of the Institution organises 7 days NSS camp every year as part of a mandatory activity under University of Mumbai NSS guidelines. It has special appeal to the youth as it provides unique opportunities to the students to learn interactive group living, collective experience sharing and to constantly interact with the local community. To provide opportunities to NSS volunteers to play their roles in the implementation of various development projects in the rural area, the Management played an important role by providing the campsite. Management purchased the land at Village Bhinar dist. Thane, the tribal populated area of Maharashtra.

Concerned efforts have been made for number of years for providing social awareness to the people of that area. Efforts have been made to bring youth face to face with the community, where Chairman, Principal and all the faculty members of the Institution used to take active role to inspire the students. Respected Chairman of the Institution used to stay within that community along with the students and faculty members to experience the conditions and problems of the people. Different type of activities including programmes aimed at creating an awareness for improvement of the status of girl child, environment enrichment and conservation, social service programmes are conducted with the guidance of programme officers and faculty members. All the faculty members are actively involved for the achievements of NSS camp goals. Participation of Chairman, all the faculty members in accordance with their specific duties can be considered as the backbone of the success of NSS camp. Teachers play the role of mentors. Major focus is given for the 7 days stay of non-teaching staff members. All the class 4 staff members participate for smooth functioning of daily activities. They maintain the security of the camp site. Non-teaching staff member provides major support in arranging nourishing meals for everyone by procuring daily fresh vegetables from local markets and also help students in preparation of meals.

The NSS Camp that runs over a span of seven days with fully packed programmes, needs an integrated planning of complex logistics and meticulous execution in the field. While the NSS Programme Officers play the main role in planning & execution under the guidance of Principal, the entire management and non-teaching staff also participate actively in advising the programme officers though everybody headed specific authority, role and responsibility in coordination and largely in field execution, which is the key to the phenomenal success of these camps, year after year.

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.1.2_1652770683_7672.pdf)
Paste link for additional information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/6.1.2-LINK-FOR-AI.pdf)

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Answer:

'To Inculcate Research Culture Among Faculty and Students' is one of our Institution's Perspective Plan, which has been successfully implemented in college from the last five years.

Under this perspective plan, college IQAC Cell & other departments have successfully organized various research awareness programmes to inculcate Research habits amongst the teachers & students.

In the Year 2016-17, Department of Commerce & IQAC Cell jointly organized a Workshop on: 'Research Paper Writing & Presentation', Principal Dr. H.S.Gorge was the resource person of the workshop. Total fifty-six participants benefited from the workshop.

In the Year 2017-18, Department of Accountancy in association with IQAC Cell organized a workshop on: 'How to Write a Research Paper'- Dr. Ravindra Naik was the resource person & fifty participants participated in the workshop.

In the Year 2018-19, 'Basics of Research Methodology' a workshop was jointly organized by the Department of Economics & IQAC Cell. Principal Dr. Manisha P. Nair was the resource person of the workshop & sixty-six participants benefited from the workshop.

On 8th March 2019, Department of Commerce organized a Poster Presentation Competition on 'Women Entrepreneurs', and twenty-one participants participated in the competition. Through this research study students who participated got inspiration to become business entrepreneur.

In the Year 2019-20, Department of Commerce & IQAC Cell has jointly organized a workshop on 'Scope of Research in Commerce'. Dr. Neha Dalvi (HOD of Commerce Department) was the resource person, & Sixty-nine participants actively participated in the workshop.

On the occasion of International Women's Day, Department of Commerce also organized a Poster Presentation Competition for students on 8th March 2020. The topic for the competition was 'Successful Business Women'. Twenty-nine students participated in the competition.

- **The outcome of the Research Awareness Programmes**

All the above activities proved fruitful for the students & teachers. It has been observed that in last five years teachers & students have done good progress in research.

- **Research Paper Published & Presented by Faculty Members & Students**

In 2016-17, our faculty members have published fifteen Research Papers in various ISNN/ISBN Journals. Apart from this, our students participated in Inter-collegiate PPT Presentation competitions.

In 2017-18, our seven faculty members presented & published their research papers in various Journals. One of our student presented her paper in the Student Research Conference at Sinhgad Institute of Business Management Mumbai. Yet another student paper is published in a Conference Proceeding ISBN Journal.

In 2018-19, our faculty members have published their eight research papers in reputed journals. In addition to this, our students participated in the Inter-collegiate Poster design, elocution & paper presentation competitions.

In 2019-20, our faculty members have presented & published their fourteen research papers in National & International Journals. In addition to this, our three-faculty member's Minor Research Project was approved by Vishwabhusan Foundation. Apart from this, our ten students participated in Inter-collegiate paper presentation competitions.

In 2020-21, two faculty members papers were published in reputed journals

Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.2.1_1653315106_7672.do)
Strategic Plan and deployment documents on the website	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.2.1_1653315077_7672.do)
Paste link for additional information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/6.2.1-AI-final-23rd-May-2022_organized.pdf)

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

Answer:

The Institution has developed an organizational structure that attains autonomy, transparency, excellence & success in all functions of governance undertaken at their defined levels.

Asmita College Arts & Commerce for Women & B.Sc. (IT) B.Sc. (CS) is managed by the trust 'Om Vidyalkar Shikshan Sanstha'. The administration of Asmita College is the responsibility of the principal who is directly accountable to the Parent Body.

The Governing Council frames effective quality policies which create a productive learning environment, preserve the virtues of social service, and promote "all-round excellence" within the college.

The "College Development Committee" (CDC) consists of representatives from the management, teaching, and non-teaching staff, along with the Principal guides in the design, implementation, and monitoring of the Institutional Perspective Plan.

The Principal of the College is the overall head of the college covering both administrative as well as the academic sections and plays a significant role in ensuring proper communication and networking across the management and all other stakeholders.

Internal Quality Assurance Cell (IQAC) is constituted for Quality Assurance of both academic and administrative sections of the institute through well-defined established processes and procedures. The IQAC plays a prime role in the design and implementation of its quality policy and plans in the college.

A supervisor is appointed to assist the principal in the efficient functioning of the academic activities. The supervisor takes up the leadership role for faculty-wise administration and academic supervision.

The Registrar is responsible for all the administrative tasks and is assisted by the Superintendent and the head clerk. The Superintendent looks after all the matters pertaining to accounting, whereas the head clerk is in charge of matters relating to general administration. The clerks and other nonteaching staff assist in the overall administrative work of the college.

The Heads of the Departments (HOD) are delegated the responsibilities at the department-level administration and academic supervision. They have operational autonomy with respect to department curricular and co-curricular activities. They formulate plans and assist in translating Vision and Mission into action and achievements.

Individual teachers are delegated authority for related decision makings. Various Committees having staff representatives have been constituted in the college for ease in administration, transparency, and decentralized decision making.

UGC Norms, State Government Policies & University of Mumbai guidelines are strictly followed in the appointment & promotions procedure.

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.2.2_1653129378_7672.pdf)
Paste link for additional information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/6.2.2-AI-1.pdf)
Link to Organogram of the Institution webpage	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/6.2.2-Institution-Organogram-1.pdf)

6.2.3 Implementation of e-governance in areas of operation

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

Answer: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.2.3_1652528223_7672.pdf)
Institutional data in prescribed format(Data template)	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.2.3_1652528230_7672.xls)
ERP (Enterprise Resource Planning) Document	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.2.3_1652790232_7672.doc)
Any additional	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.2.3_1652528248_7672.pdf)

information

6.3 Faculty Empowerment Strategies

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

Answer:

In our Institution Staff welfare is given foremost importance. There are several welfare schemes for all-academic and administrative employees. In connection with this, Existing welfare measure for teaching and non-teaching staff are itemized below:

For Teaching Staff-

1. Government Provident Fund (GPF) ,Defined Contribution Pension Scheme(DCPS) are applicable to the staff of our college from their date of joining the institution.
2. Gratuity
3. Pension
4. Medical leaves are provided to the employees in case of health issues.
5. Maternity leave is granted for female faculty for a period of six months.
6. Earned Leave & casual leave are allowed as per the Government norms.
7. Felicitation of following by OVSS Management:-Teachers who completed 25 Years of Service

- Retired Teachers
- Ex- Principal
- Teachers who Completed Ph.D
- R.O.drinking Water Facility

9) Felicitation of Teachers on Teacher's day.

10) Wi fi facilities is provide to all the teaching staff in College Premises.

11) Yoga and Meditation Centre

12) Gymkhana

13) News Papers and General Reading material are available in the library.

For Non –Teaching Staff-

1. Government Provident Fund and Defined Contribution Pension Scheme (DCPS) as per Provident Fund rules of Maharashtra Government

1. Gratuity
2. Medical leaves are provided to employees in case of health issues.
3. Maternity leave is granted for female faculty for a period of six months.

5) Earned leaves & casual leaves are allowed as per the Government norms.

6) Paternity Leave

7) Uniform to Non-Teaching Staff.

1. Cleaning Allowance given to Non-Teaching Staff.
2. Felicitation of following by OVSS Management :
 - Non Teaching Staff who have completed 10 years of service
 - Retired Staff.
 - who completed Graduation or Achieved Further Degree.

10) All the administrative and support staff is also rewarded

11) Wi fi facilities is provide to all the Non-Teaching staff in College Premises.

12) Financial help in Medical Emergency

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.3.1_1652527175_7672.do)
Paste link for additional information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/6.3.1-AI-.pdf)

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

Answer: 42.94

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

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
1	8	30	10	16

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.3.2_1653307884_7672.do)
Institutional data in prescribed format(Data template)	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.3.2_1653307934_7672.xls)

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

Answer: 3.4

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

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
5	3	4	3	2

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.3.3_1653135216_7672.d)
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres)	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.3.3_1652527688_7672.d)
Reports of Academic Staff College or similar centers	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.3.3_1652527699_7672.d)
Institutional data in prescribed format(Data template)	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.3.3_1652527707_7672.xl)

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Answer: 18.07

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

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
5	8	7	1	6

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.3.4_1652528568_7672.p)
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.3.4_1652528575_7672.p)
IQAC report summary	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.3.4_1652528582_7672.p)
Institutional data in prescribed format(Data template)	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.3.4_1652528587_7672.xl)

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

Answer:

Every organization express their appreciation in the form of performance appraisal or performance reviews or the revaluation used by to assess an employee's performance and appreciate the dedicated contribution for the overall growth. It is the process of evaluating an employee's performance and personality as per the quality of work efficiency, cooperation, and teamwork. Based on the evaluation and assessment for the performance rating the employee is rewarded in the form of promotion.

Our Institution has well defined procedure for performance Appraisal system in place. The performance appraisal system is administered at different levels in every academic year. There are different parameters to assess the performance of Teaching and Non-Teaching Staff .

1. Performance Appraisal System for Teaching-Staff

The Teachers performance Appraisal System provides Teachers with meaningful appraisals that encourage professional learning and growth. The process is designed to foster teacher development and identify opportunities for additional support where required .

Self-Appraisal Method:

Self-appraisal methodology was introduced assess the contribution of the faculty to the academics and administrative related assignments. Teaching-staff submits an annual Self-Appraisal Form as a data sheet. It is as per the government norms . The data sheet provide information related to qualification enhancement, conferences attended , papers published , research undertaken . This is an annual exercise, and is conducted by the supervisor who collects the data and forwarded to the Principal. The principal appreciates the efforts taken by the faculty and personally discusses with the concerned faculty, about the improvements required in a particular case, if any. Faculty mentoring and guidance is undertaken by the Principal.

The Principal invites the proposals of faculty members and handed over to IQAC, IQAC scrutinized the proposals which are due for career advancement scheme . The IQAC reviews the A.P.I. of teachers as per guidelines of the university. Thereafter the IQAC recommends the

proposal to the University through the Principal for further verification and necessary action. Following Teachers were placed in a higher grade because of such efficient mechanism:

1. Ms.Pallavi Shende (AGP Rs. 7000/- 10/07/2018)
2. Ms.Nidhi Rakshikar (AGP Rs. 7000/- 10/07/2018)
3. Ms.Vijayalxmi Gaikwad (AGP Rs. 7000/- 10/07/2018)

Student Satisfaction Survey –

Students Satisfaction Survey is conducted to assess the effectiveness of Teaching Learning process at overall functioning of the college . On the basis of survey analysis related to teaching learning process, coverage of syllabus , use of ICT , subject knowledge and commitments, the evaluation of the faculty member is conducted to enhance quality education

2. Performance Appraisal System for Non-Teaching Staff

Confidential Reports:

The Institution has designed a separate mechanism for non-teaching staff .The Registrar gives the necessary feedback about the performance of Non- Teaching staff, based on which the Principal prepares the confidential Report for the performance appraisal of non -Teaching staff.Currently seniority is the sole criterion for promotion of non-teaching staff.

Suggestion Box-

Students' suggestions are invited through suggestion box. The suggestions are recorded and IQAC in consultation with Principal gives due consideration to their suggestions.

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.3.5_1652527896_7672.do)
Paste link for additional information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/6.3.5-Final.pdf)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Answer:

The Institute has a statutory mechanism for audit. We have an audit mechanism where statutory is an ongoing continuous process in addition to external auditors to verify and certify the entire Income and Expenditure and the Capital Expenditure of the Institute each year.

Internal Audit:

The Chartered Accountant, who works as an Internal Auditor, is appointed by the college.

The nature of payment is categorized into:

1. Revenue Expenditure
2. Capital Expenditure

This is also checked by the auditor. The bills and vouchers of the revenue expenditure are checked. The vouchers and proper record with the concerned Department of the Capital expenditure and verified.

Property Register/purchase Register are physically checked.

External Audit:

External Audit is done by the Auditor of J. D. Office of higher education and Auditor General , Director office , Higher education Govt. of Maharashtra. The External auditor checks all the purchase records and property register of all departments. The property register and equipment of Gymkhana verified. Every five years' stock verification is done of Library Books as per provision. (Collection of books above 20,000).

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.4.1_1652785341_7672.pdf)
Paste link for additional information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/6.4.1.-AI.pdf)

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

Answer: 0

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

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.4.2_1652771785_7672.xls)
Any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.4.2_1652771836_7672.pdf)
Annual	View Document

statements
of accounts

(https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.4.2_1652771870_7672.do)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources**Answer:****MOBILISATION OF FUNDS**

The College mobilizes funds in the following ways:

1. Funds received as grants from the government for salary.
2. Fee collected from students: As student enrolment of the college is quite low, revenue generated is quite low, revenue generated from student's fees can hardly suffice the college's financial needs. A comparatively affordable fee is collected from students in aided sections without violating any of the standard norms. No capitation fee is collected. The collected fee is used to meet the expenditure to run the institution.
3. Management Contribution Every year the Management contributes Rs.7 lakhs to 10 lakhs towards day-to-day maintenance expenses. All these funds are utilized only for administering/running the College.

OPTIMAL UTILISATION OF RESOURCES:

Optimal utilization of resources is achieved by proper planning and budgeting. Need based priorities and areas of common utility are identified while budgeting.

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.4.3_1652785443_7672.pd)
Paste link for additional information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/6.4.3.-AI.pdf)

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****Answer:**

Two practices suggested by IQAC with reference to quality.

- 1 . ICT based Teaching Learning Process.
 - 2 . Introducing Skill Development Course.
- ICT based Teaching learning process.

Use of ICT as a medium of teaching and learning in the institution focuses on the use of updated technology for the purpose of teaching and learning representing a shift from conventional mode to modern mode and non-conventional method in the process. It provides an alternative technique of teaching and learning based on the use of ICT and E-resources.

It takes efforts from the IQAC to motivate teachers to constantly update their teaching methodologies and skills with the changing mode of education. IQAC takes initiatives to organize ICT based workshop for teachers. Such as Training program on How to Prepare presentations with the help of New software.

The use of ICT as a medium of teaching and learning has been in vogue since 2015-16. Professors of this institution have been using various tools and modes of ICT in the teaching learning process. Transmission and exchange of electronic information through instructional software, power point presentation, audio-video recording, use of smart classroom, you tube channel, email, whatsapp, e-textbook, zoom, Google meet have been used by all professors of the institution. Each professor has his/her own Google classroom to provide notes & to collect assignments. Institution conducts Unit test or class test as an internal assessment system and external exams are conducted through exami app.

The practice of using ICT has taken place at three levels i.e. by teachers, students, and non-teaching staff. All three categories have been using these methods for various purposes consistently over the years. The staff and employees of the institution have also benefited by various ICT and computer training programs conducted by the institution. ICT devices are useful for Office Management, Result preparation, Admission, Audit and Accounting and for general administration purposes.

Introducing Skill Development Course.

Skills and knowledge are driving forces of economic growth of a country. Economy needs more skilled workforce than it is available. In the higher education sphere knowledge and skills are required for diverse forms of employment in various fields.

With skill development students can work effectively and efficiently to achieve success. There can be increased chance of promotions and individuals can experience a lift in their careers. As per initiative taken by IQAC number of skill development and certificate courses have been conducted by the institution as it is shown in the action plan. Skill development programme is a comprehensive understanding of the true perspective of applications of various skills as expected at the present work scenario. Students get the basic of technical skills along with professional skills. Our faculty members have taken initiative to undertake the responsibility to conduct various Certificate Courses and Add-on Courses to support and to promote our students, who are from economically backward section of the society.

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.5.1_1653314472_7672.do)
Paste link for additional information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/6.5.1-AI-.pdf)

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

(For first cycle - Incremental improvements made for the preceding five years with regard to quality

For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Answer:

Based on the Institutional Assessment & Accreditation of Asmita College of Arts & Commerce in the year 2014 ,the college has decided to strive for further development & progress by implementing the recommendations and suggestions received from the peer team.

1 . IQAC Teaching Learning Review Mechanism:

- Academic Calendar as a strong foundation of academic activities & propagates the vision & mission of the institution every year IQAC insists on preparation of Academic Calendar & follow up action is taken to see that activities of the institution are taking place based on the academic calendar.
- Since lesson plan is a daily guide for the smooth conduct & effective implementation of lectures, & it helps the teachers to structure lessons and allocate the number of topics covered for each lesson. Faculty members can plan the activities for each academic modules. So IQAC insisted the faculty to prepare the lesson plan & submit the copy to IQAC with the sign of Principal for appraisal & assessment.
- As per the changing need & requirements of education from traditional mode to modern technologies, IQAC has given strong recommendations to the management to implement modern teaching pedagogies. As per the recommendation received from IQAC, IT infrastructure & modern facilities of teaching – learning is installed & implemented. Classroom with LCD projectors, PPT presentation both by faculty & students are increased. In the subsequent years IT facilities increased with the implementation of smart classrooms. Smart classrooms are technologically enhanced and information can be illustrated with the help of images, graphics, videos etc. to provide quality education to students and help them understand the concepts in a better way & to improve the interaction between the teachers and students. It also helps to develop an interest in students to learn a subject through innovative learning experience. The smart classrooms help teachers to deliver lectures more effectively through innovative teaching experiences. Teachers can show any practical solutions to the students using many education websites & apps. Online learning is yet another innovative methodology promoted for teaching-learning process. Online classes have become the need of the hour & with the advanced and innovative technologies adopted by our institution, all our faculty members conducted their lectures smoothly & able to complete their syllabus in time. Our faculty members promote the use of google classrooms, a free learning platform which has vast choices for both the teachers and students to conduct a class very systematically . With the help of Google classrooms faculty members are able to manage course work, organize assignments faster and maintain better communication with students. It helps to save the time & energy of both teachers & students. Teachers also conduct lectures with the help of you tube channels & videos.
- Institution strictly maintains transparent mechanism of evaluation both for Internal & External examinations. Semester-wise result analysis enables the institution to identify the slow learners & Advanced learners. We take all effort to promote the talents of advanced learners. We encourage their vocabulary skills & word power by providing them books through book-bank scheme. We involve slow learners in all co-curricular activities & extra-curricular activities. Teachers take special efforts to improve the results of slow learners. Slow learners were provided with assignments, question banks and we also conduct remedial lectures for slow learners.
- PO /PSO & CO analysis help the institution to direct the course evaluation & its scope for the career development of the students.
- It is very important to make the students familiarize with the institutional culture, norms & patterns of behaviour within the campus especially to the first year students. Maintaining Mentor-Mentee relation is also important to sensitize students with social issues & general issues. Mentor-Mentee relations is the backbone of a students psychological & emotional wellbeing. IQAC is very active in taking follow up action every year to check each and every teaching staff maintain the mentor & mentee records properly.

- Feedback from stakeholders help the institution to analysis its own strength & weakness.

2. Personality development of the student:

For over all personality development of students through holistic education , the institution started various certificate courses, workshops ,seminars, skill development courses with the joint efforts of faculty & management. The main objective of conducting all these courses is to improve their efficiency of students in the job field /to improve their generic skills/ leadership quality & create awareness about job scope in a particular area of the programme which they have selected.

- To instill research culture among students & faculty members are instructed to give proper training by arranging lectures , seminars & workshops.
- Placement cell & Career Development cell of the college enable the graduate students to locate job opportunities /improve communication skill with personalities of various industries .It enable them to understand how to write a CV/ Resume according o the job requirement. Induction programme /Orientation programme is arranged every year to familiarize the new entrants with the new environment, of college education.
- Classroom situation is such that faculty members have to deal with students from various back ground & understanding capacity. Based on their performance in the internal examinations /unit test or based on subject teacher observation, they are classified into slow learners & Advanced learners. The main duty of a faculty member is to mould both the categories in an equal way by introducing various tasks.
- For the overall development of communication skill & personality development we arrange role play ,quiz , group discussion ,debate etc. NSS & NCC of our institution plays a vital role in boosting up the moral & leadership quality of young generation.

Our institution develop a rapport with the students in their approachability, availability, showing interest in their hobbies, sharing personal insights & experiences to motivate the students, understand their personal problems & support them to overcome any critical situations.

File Description	Document
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.5.2_1653314544_7672.do)
Paste link for additional information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/6.5.2-Revised-21-may.pdf)

6.5.3 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
2. Collaborative quality initiatives with other institution(s)
3. Participation in NIRF
4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

Answer: C. 2 of the above

File Description	Document
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Upload e-copies of the accreditations and certifications	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.5.3_1652529632_7672.p)
Upload any additional information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.5.3_1653475400_7672.d)
Institutional data in prescribed format(Data template)	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/6.5.3_1652529648_7672.x)
Paste web link of Annual reports of Institution	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/6.5.3Annual-Repof-Institute-NEW.pdf)

7. 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 last five years.

Answer:

Gender equity is not only a fundamental Human Right but a basic foundation for a prosperous sustainable world .Gender issues are subtly exposed to the students through curriculum .Foundation Course addresses gender issues like female foeticide, dowry, violence against women, etc. It also sensitizes students on women rights and principles of equity. Women continue to face social discrimination, deprivation, exploitation and sexual harassment at work place. These issues are explained to the Commerce students through Foundation Course, Commerce and MHRM subjects. Arts students are taught these issues through courses like History, Economics and Political Science, and also Foundation Course. Gender disparity is discussed in the TYBA class through the course Economics of Gender and Development. In our institution, girl students are encouraged to make independent decisions on their personal development and shine in the society.

The college never fails to accomplish various programmes to imbibe the concept of gender equity among students. Programmes like Guest Lecture, Poster competition , Rally ,Workshops ,Street play, Extempore speech are conducted for giving awareness to our students based on their rights. How to improve their confidence self dignity achievements and progress is explained to students for their career choice. International Womens Day is celebrated with full vigour to highlight the importance of women.

Institution provides numerous facilities to implement Gender Equality within the college campus as a major Fundamental Right

1. Our Institution fulfils the requirements of girls safety and equality. The Anti ragging cell & Student's grievance cell provide a healthy environment to our students. They aim to encourage and empower young girls to break the glass ceiling of patriarchy. These committees create social and psychological awareness among women with regard to gender discrimination.

Safety procedures are strictly followed in the campus

- CCTV cameras are fixed at the Ground floors, corridors and at every vulnerable points.
 - Students are allowed only with the I cards, within the campus.
 - All the newly admitted students are sensitized about the functions of Anti Ragging cell, Internal complaint Committee and Student grievance redressal cell ,which try to resolve any harassment issues
 - The college campus is secured by the boundary wall.
 - There is 24 X7 security at the gate.
1. The Counselling cell strives to take care of the wellbeing of the students by identifying the problems faced by them in personal ,interpersonal , academic, emotional ,and psychological level . Mentorship programme is conducted by faculty members. Each faculty member is allotted with certain number of students for providing guidance.
 2. The college has separate common room for girl students .Basic medicines and first aid kit is available for primary treatment in the common room.

Sanitary pad vending machine has been installed in the ladies washroom

Magazines and Newspapers are kept on regular basis to make the students updated regarding current issues.

File Description	Document
Specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/7.1.1-Specific-Facilities-for-Women-in-the-Campus.pdf)
Annual gender sensitization action plan	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/7.1.1-Annual-Gender-Sensitization-Action-Plan-1.pdf)

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

Answer: B. 3 of the above

File Description	Document
Geotagged Photographs	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/7.1.2_1652530301_7672.pc)
Any other relevant information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/7.1.2_1652530307_7672.pc)

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Answer:

7.1.3 Waste Management

Solid Waste Management

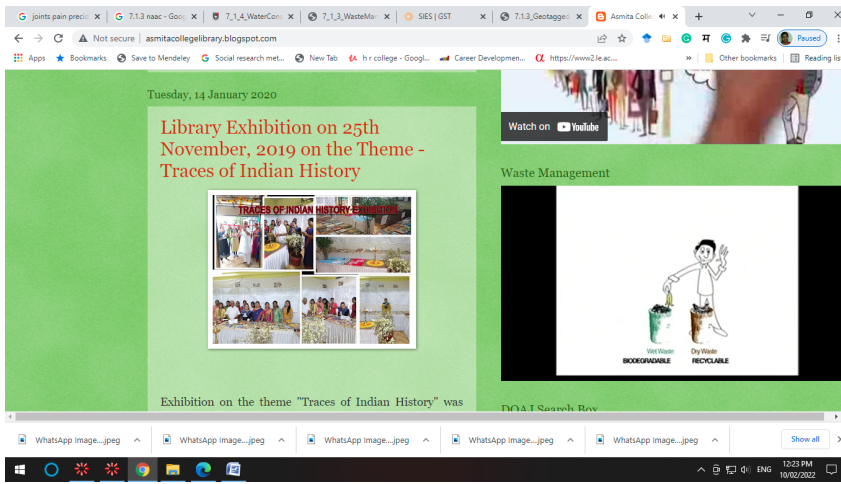
1. Waste Segregation

Blue and Green colored waste bins are placed at several locations in the campus to collect dry and wet waste, respectively. Plastic bottles and other recyclable waste is put in the red colored dry bins, whereas biodegradable waste is collected in the green colored wet bins. The labels on the bins have pictorial representation of the kind of waste to be disposed of into each bin. These labels have been made by students, thus involving them in the waste segregation process. Large size posters and banners on waste Segregation are mounted on the college canteen walls and the awareness video for the same created by Stree Mukti Sanghatana is embedded and displayed on Asmita College Library Blog.

To manage and control the day to day work of a Waste Management Committee is formed with the following members:

1. **Principal, Dr. Manisha Nair**
2. **VijayaLaxmi Gaikwad**
3. **Pallavi Shende**
4. **Nidhi Rakshikar**





1. Waste Recycling System and Composting of Wet Waste

Composting of wet waste from college canteen as well as from wet bins placed within campus was initiated by segregating and putting it in the Compost bin placed in the campus, at the back side of college building. Compost made on campus is used in the college gardens.

1. E-waste Management

We have allotted two cupboards for storing E-waste. Due to Covid-19 Pandemic we were just stored the e-waste for last two years. The institution has an MOU with the Chheda Computers and System from the year 2021 onwards for the duration of five years for the disposal of E-waste.

File Description	Document
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Geotagged photographs of the facilities	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/7.1.3_1652772958_76)
Any other relevant information	View Document (http://asmitacollegelibrary.blogspot.com/)
Relevant documents like agreements/MoUs with Government and other approved agencies	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/Relevant-doc-like-agreements_MoUs-with-Government-and-other-approved-agencies.pdf)

7.1.4 Water conservation facilities available in the Institution:

- 1. Rain water harvesting**
- 2. Borewell /Open well recharge**
- 3. Construction of tanks and bunds**
- 4. Waste water recycling**
- 5. Maintenance of water bodies and distribution system in the campus**

Answer: C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/7.1.4_1652773821_7672.do)
Any other relevant information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/7.1.4_1652773862_7672.pd)

7.1.5 Green campus initiatives include:

- 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**

Answer: B. 3 of the above

File Description	Document
Geotagged photos / videos of the facilities	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/7.1.5_1653129634_7672.pd)
Any other relevant documents	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/7.1.5_1653129641_7672.pd)

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

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

Answer: A. Any 4 or all of the above

File Description	Document
Reports on environment	

and energy audits submitted by the auditing agency	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/7.1.6_1653129857_7672.do)
Certification by the auditing agency	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/7.1.6_1653129862_7672.pd)
Certificates of the awards received	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/7.1.6_1653129867_7672.pd)
Any other relevant information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/7.1.6_1653129874_7672.pd)

7.1.7 The Institution has disabled-friendly, barrier free environment

- 1. Built environment with ramps/lifts for easy access to classrooms.**
- 2. Divyangjan friendly washrooms**
- 3. Signage including tactile path, lights, display boards and signposts**
- 4. Assistive technology and facilities for 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**

Answer: B. 3 of the above

File Description	Document
Policy documents and information brochures on the support to be provided	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/7.1.7_1653396003_7672.pd)
Geotagged photographs / videos of the facilities	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/7.1.7_1652531447_7672.pd)
Details of the Software procured for providing the assistance	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/7.1.7_1652531455_7672.do)

Any other relevant	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/7.1.7_1653135415_7672.bd)
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information

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 500 words).

Answer:

Our Institution strive to create an atmosphere in which students from all backgrounds, cultures, feel included and treated equally. To develop a well-balanced education & empower the students academically with an emotionally stable mind to accept all cultures, disregarding caste, creed & religion is our motto. It is very important for the institution to impart value education to make them good human beings to live in the society with harmony & tolerance. The socio-emotional development of each student is as necessary as learning through curriculum-based syllabi. The primary understanding of this harmony leads to healthy and thriving community of young generation in the future. We conduct number of community level & social activities through NSS & NCC to develop their interpersonal abilities to understand others and to share the feelings and emotions. In addition to that we observe International Peace Day, World Heritage Day with reference to Indian States, Anti-Corruption Day, Teachers Days, International Women’s Day, Cultural Diversities of Indian States & various others festivals in our institution.

Educational institutions are one of the most important channel which can contribute a lot to the well-being and smooth functioning of the society with tolerance & harmony. Education which we impart would therefore, fulfill its noble objective only if it imparts the values that create personalities who can tolerate & adjust in a society forgetting all indifferences. Our institution believes in this principle and constantly proves to be committed for the personality development of the students with traditional values, religious harmony & cultural identity. Various festivals are celebrated regularly in our institution with great enthusiasm and harmony in a colourful atmosphere. Every festival has its own meaning and it brings a lot of joy & happiness. It also helps to reduce the stress & tension of regular activities. We observe World Heritage Day to carry the message of the past generations to the present & the future. It keeps the young generation to connect with the past & it create a curiosity in them to visit the places or to conduct more studies or to undertake a research activity. Anti-Corruption activities we conduct to give an awareness among the youth how important it is to be away from corrupt practices which prevail in our society. We believe that the future of the country is in the hands of the youth & they should be moulded in such a way to make them responsible citizens to undertake the civic duties without corruption & greed. We also recognize the contribution of women to build a sustainable future for all. We celebrate International Women’s Day & we celebrate Teacher’s Day to give due respect to our faculty members who promote a comfortable & enriching learning atmosphere with their dedication & loyalty. Through all these activities students are encouraged to live with empathy & develop their leadership quality & teamwork.

File Description	Document
Any other relevant information.	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/7.1.8_1652789393_7672.d)
Supporting documents on the information provided (as reflected in the administrative	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/7.1.8-Suporting-Documents.pdf)

and
academic
activities of
the
Institution)

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Answer:

Empathy and charity are two important social values which every responsible citizen of the country must possess. Various events were organized throughout the year to sensitize students towards their responsibilities as citizens. The college has two units of NSS, N.C.C. and Nature Club. The college conducts a number of Programmes through the above functionaries about the Community Service, Extension Activities, Awareness Programmes, Outreach Programmes which promotes environment consciousness, social responsibilities, leadership qualities and citizenship roles. The College conducts several programmes like Constitution Day, World Environment Day, National Voters Day, Voters Awareness.

Voter ID Drive conducted jointly with BMC to guide the students to get their voters' ID. Every year National Voters Day is celebrated and awareness is created through rallies and oaths are taken by students and faculty. Elocution competition, essay competition is organised on various topics of voter's day to create awareness among students about the importance of voting.

The main purpose of observing constitution day or Samvidhan Divas is to promote constitutional values among citizens.

Birth Anniversary and Death Anniversary of Great freedom fighters such as former P.M. Lal Bahadur Shastriji, Lokmanya Tilak, Netaji Subhash Chandra Bose, Veer Savarkar, Bhagat Singh are celebrated every year. This helps to keep memories and great sacrifice done by freedom fighters. Students also realise the importance of hard work, honesty, and spirit to achieve their target. Celebrating Independence Day, Republic Day leads to patriotism. On this occasion all sections of the Institute jointly celebrate the day.

Students are encouraged to participate in activities like Tree plantation drives. Under Nature Club environmental related issues film shown to students. Awareness through posters and slogans created the importance of environmental balance. The students created awareness in the adopted area on the theme "Save Earth" through posters. N.S.S. Unit organises different activities for students to create awareness about the importance of the environment. Our NSS volunteers are also playing a great role to create awareness about saving the environment through participation in poster competitions on environmental issues. Nature club also takes initiative to sensitise students about not only the importance of conservation of environment but also what measures an individual can take to save the environment.

Students and teachers were encouraged to undertake the Janata Curfew pledge during lockdown to show their responsibility as citizens. NSS and NCC conveyed messages to students and citizens to stay at home and prevent the spread of coronavirus. The Institution is taking maximum efforts to ensure a safe environment in the College. Staff are asked to come to College in a distributed manner. Security personnel check the temperature, pulse and oxygen of any person who enters the campus. The staff room, laboratories and office are frequently sanitized. Sanitizers are made available at many points in the College. It is compulsory for any person entering the College to wear a mask and maintain social distance. All activities are continued through online platforms. Videos were made to salute Covid-19 warriors.

File Description	Document
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Description	
Any other relevant information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/7.1.9_1652785639_7672.do)

Details of activities that inculcate values; necessary to render students in to responsible citizens	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/7.1.9-Details-of-activities-that-inculcate-values.pdf)
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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.

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

Answer: A. All of the above

File Description	Document

Details of the	
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monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims.	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/7.1.10_1652770826_7672.p)
Code of ethics policy document	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/7.1.10_1652770888_7672.p)
Any other relevant information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/7.1.10_1652770928_7672.p)

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Answer:

In order to ensure and promote the sense of nationalism, national intensity and inter-religious harmony Asmita College organized different programs of national and international importance with the participation of staff and students. The major days which we observed are International Day of Non-violence, Chhatrapati Shivaji Maharaj Jyanti, Dr. B. R. Ambedkar Jayanti, National youth day, Rastriya Ekta Diwas, International Day of Girl child, Kargil Vijay Diwas, Kranti Jyoti Savitribai Phule Jayanti and Dr. B. R. Ambedkar's Death Anniversary. Mahatma Gandhi, Dr. B.R.Ambedkar, Swami Vivekananda, Sardar Vallabhbhai Patel and Kranti Jyoti Savitribai Phule were remembered for their hard work, sacrifices, self-confidence, efforts in uniting the nation and abolishing the discrimination and unfair treatment of the people, Women education as well as other social reforms in India. Indian history makes them as role models for generations to come. Kargil victory Day celebration made awareness about armed forces and to remember soldiers who have sacrificed their lives for the nation. College celebrated International Girl Child Day to promote girls empowerment.

All the special occasions of commemorative days are organized with maximum spirit of enthusiasm and respect. Intense learning experience are provided by these celebrations which are marked by a variety of activities like lectures, poster making, poster exhibitions, quiz and essay competition, awareness programs, showing patriotic films, distribution of biographies at eminent national leaders. The main objective behind observing these days is to empower the students, to promote the dynamics of youth leadership, to disseminate the message of non-violence through education and reaffirm the desire for a culture of peace, tolerance, understanding and non-violence and to provide an opportunity to reaffirm inherent strength and resilience of the nation to withstand the actual and potential threats to the unity, intensity and security of our country.

College has tried to impart quality education includes moral values and nurture ethical and traditional values in pupils. It organizes and celebrates various days of importance as these are the occasion to educate the students on issues of concern and reinforce the achievements of humanity. The college believes that unless the present generation of youth is not sensitized about the significance of the festivals and commemorates days of secular country and the sacrifices which great men and women of this country have made for uplifting their people, the

students are not able to understand their responsibility towards the nation. To build a nation of youth who are noble in their attitudes and morally responsible, the college organizes national festivals and birth/death anniversaries of Great Indian personalities. The Birth and death anniversaries in memory of those nobles who have devoted themselves to the cause of the Nation can be inspirational as ideals to the upcoming generations are also celebrated with great zeal. To inculcate the goods qualities of a citizen it is necessary to observe & celebrate commemorative days, events & festivals.

File Description	Document
Geotagged photographs of some of the events	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/7.1.11_1652790427_767)
Any other relevant information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/7.1.11_1652790501_767)
Annual report of the celebrations and commemorative events for the last five years	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/7.1.11-Annual-Report-Celebrations.pdf)

7.2 Best Practices

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

Answer:

Best Practice -1

Title of the Practice:

‘Combating Drop Out Crisis Through Distinctive Initiatives ’

Objectives of the Practice:

1. To empower the students through education.
2. To make awareness that education is the basic tool for development
3. To convince the disadvantaged groups for enrollment.
4. To provide quality higher education to drop out students who are not able to continue their higher education

5. To bring out the hidden talents and potentiality of the deprived students through various channel of education
6. To inculcate a value system and positive thinking in the minds of the young generation.
7. To Enlighten the students from the darkness of ignorance, prejudice and superstition.

The Context:

To bring back the drop out and non -enrolled students to the respective streams. Due to the following problems many students were hesitant to take the admission.

1. Poor financial background of the family.
2. Illiterate parents.
3. Family problems like death of earning family members, job loss, breakup of the parents etc.
4. Disapproval from the family and relatives.
5. Social evil like early marriages of girl students.
6. Preference given to job rather than studies.
7. Poor family environment facilities.
8. Lack of information and knowledge about the course
9. Early pregnancy.
10. Online facilities not available due to technological and financial problems

The Practice:

- Enlist the non -enrolled and drop out students from the previous years students list.
- Faculty members communicate with the concerned students
- Motivate and Counsel them for joining formal academia through effective communication
- Students are pursued to provide application with genuine reasons
- Academic committee along with the Principal and senior faculty members of the Institution address the issues and various socioeconomic problems of the students.
- Practical decisions are taken by the Principal and Management favorable to the students.

Evidence of Success:

Video Links of Drop out Students :-

- 1) <https://drive.google.com/file/d/1tfxfsMNrygMXnb0aHEMxsaWgIFk51kSc/view?usp=drivesdk>
- 2) <https://drive.google.com/file/d/1BB0JAV7QT2F0yUKvelJEnA2kFksjKSdw/view?usp=sharing>
- 3) <https://drive.google.com/file/d/1sQ76iMBo6oqQfHpagofHhuqOoyUc1JxoR/view?usp=sharing>
- 4) https://drive.google.com/file/d/1ERZWkEeUsGKm_gnaBcriyeOMW-vGzYhQ/view?usp=sharing
- 5) https://drive.google.com/file/d/1tNCdyHK57tD516hwzC_FmzjkVhqaTKJe/view?usp=drivesdk
- 6) <https://drive.google.com/file/d/1tLA5Qc73UG405NVY3aCbLEx4LtxSVMcj/view?usp=sharing>

1. Improvement in academic performance
 1. 281 student beneficiaries in the last five years.
 2. Overall development of the Personality.
 3. 140 students actively participated in extracurricular activities.
 4. 11 students are pursuing higher education.
 5. 134 students have completed their graduation with a very good score.

Priyanka Maske T.Y.B.Sc. IT - O Grade

Mugdha Khobrekar T.Y.B.Sc. IT - O Grade

Kajal Pednekar T.Y.B.A. - A+ Grade

Aanchal Dogra T.Y.B.COM. - O Grade

Mayuri Jadhav T.Y.B.COM. - A+ Grade

1. 346 students have taken admission in different courses and 281 students have completed graduation during the year 2016 - 2021

Problems Encountered and Resources Required:

1.Communication Problems

- (I) Incorrect Contact number
- (II) Change in residential address
- (III) Reluctance of family members to communicate

1. Financial Support

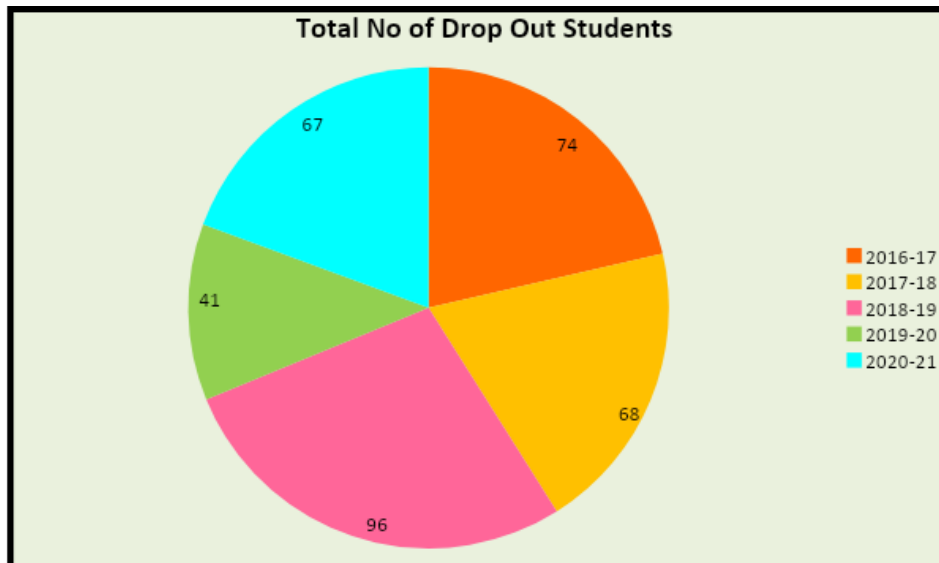
- 3.Gender biased approach of the family

- 4.Limited availability of resources.

BEST PRACTICE 1

'COMBATING DROP OUT CRISIS THROUGH DISTINCTIVE INITIATIVES'

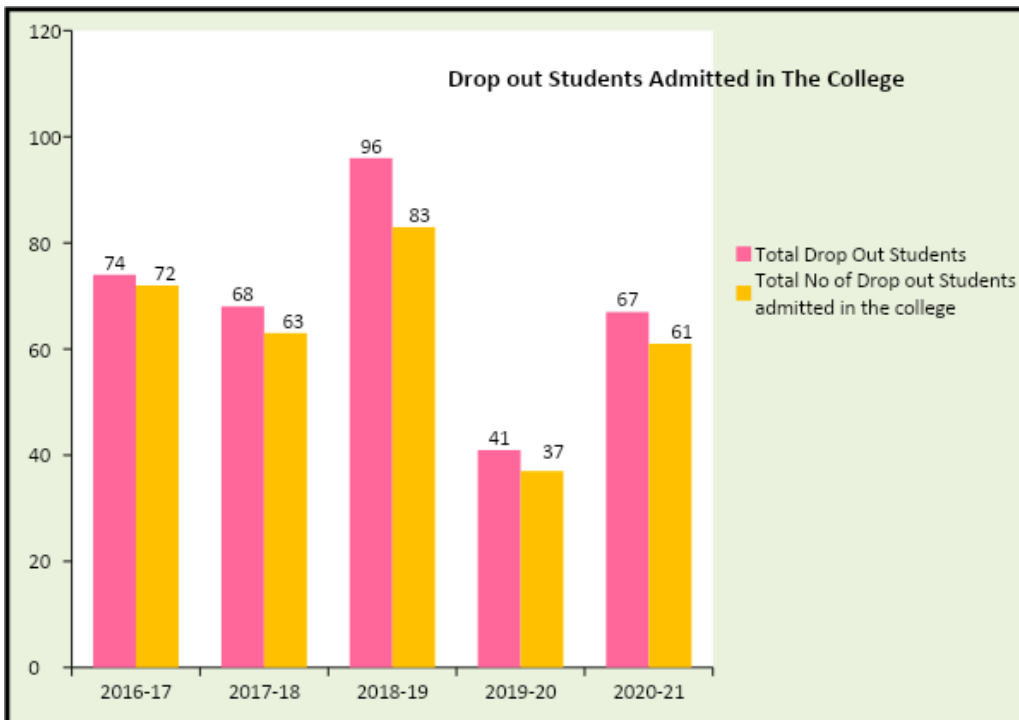
Year wise Data of Drop out Students	
Year	Total No of Drop Out Students
2016-17	74
2017-18	68
2018-19	96
2019-20	41
2020-21	67
Total	346
Table No. 1	



Graph No. 1



Drop out Students Admitted in The College			
Year	Total Drop Out Students	Total No of Students admitted in the college	Percentage
2016-17	74	72	97.3
2017-18	68	63	92.65
2018-19	96	83	86.46
2019-20	41	37	90.24
2020-21	67	61	91.04
Total	346	316	91.33
		Table No. 2	

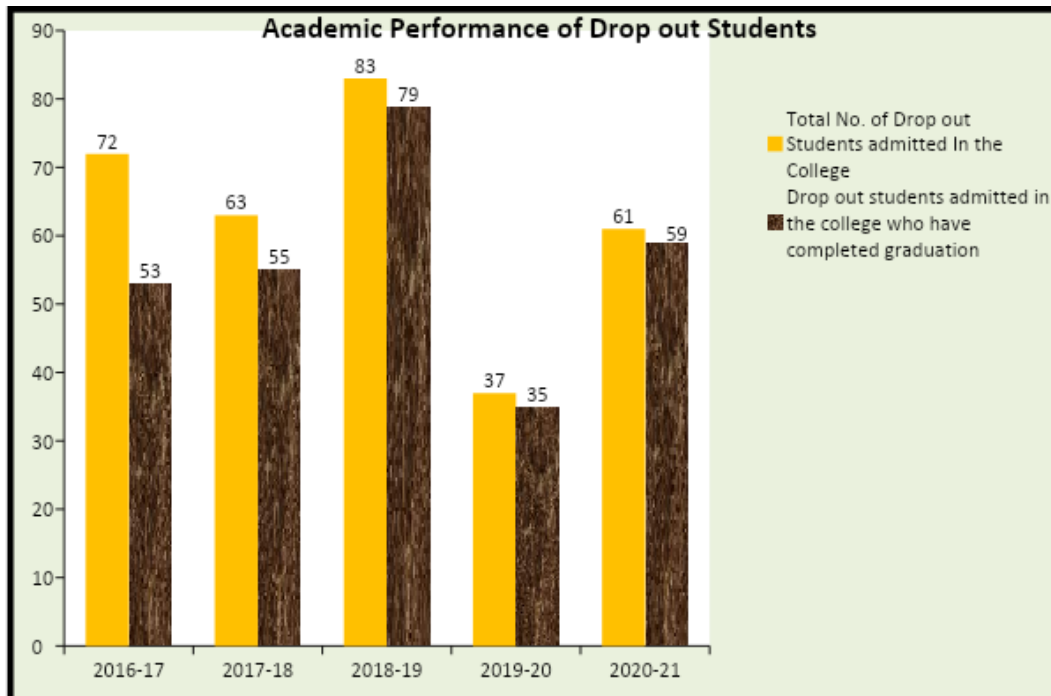


Graph 2

Academic Performance of Drop out Students

Performance evaluation of Combating dropout crises through distinctive initiative			
Year	Total No. of Drop out Students admitted In the College	Drop out students admitted in the college who have completed graduation	Success rate of Dropout Students %
2016-17	72	53	73.61
2017-18	63	55	87.3
2018-19	83	79	95.18
2019-20	37	35	94.59
2020-21	61	59	96.72
Total	316	281	88.92

Table No. 3

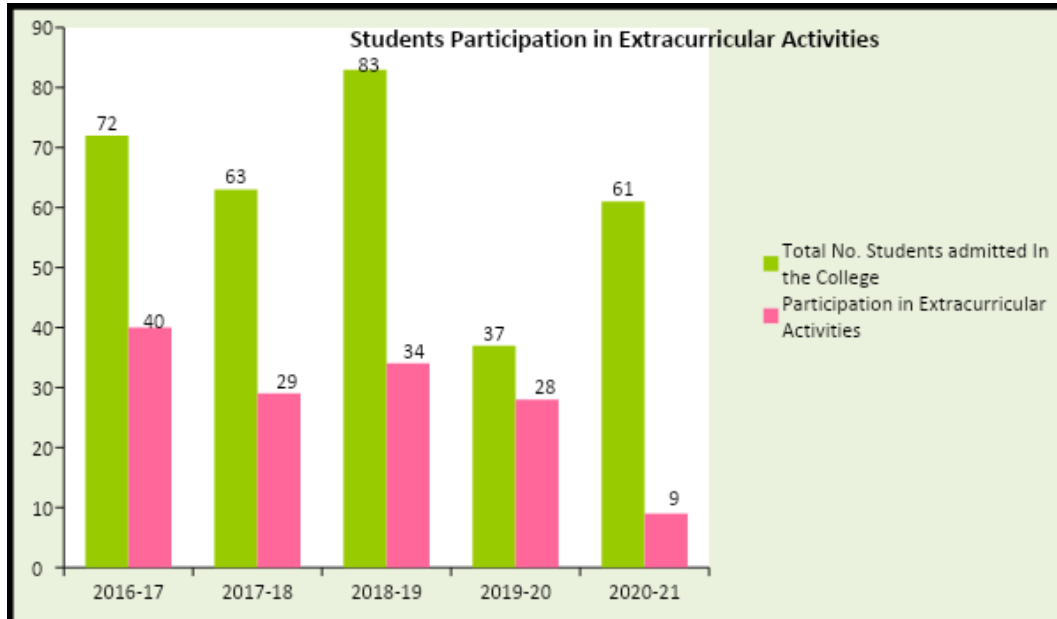


Graph 3

Students Participation in Extracurricular Activities		
Year	Total No. Students admitted In the College	Participation in Extracurricular Activities
2016-17	72	40
2017-18	63	29
2018-19	83	34
2019-20	37	28
2020-21	61	9

Total	316	140
--------------	------------	------------

Table No. 4



Graph 4

Report of Assessment of Success

The major hindrances influencing young student dropouts were found to be lack of parental support, low family Education, family mobility, family commitments, discouraging family environment, child bearing and other issues related to socio economic status. In the beginning of every academic year, after detailed study of students data, the list of drop out students is made with the support of Teaching and Non-teaching staff.(Table No.1) Academic committee prepared the non-admitted drop out students list from the previous year students data and chalked out systematic plan to establish continuous interaction with the drop out students. Through personal calls, messages ,letters, face to face communication we motivated them to take admission. We use different communication strategies targeted to drop out students. Our devoted efforts motivated drop out students to take admission in the college.

The problem of not taking admission in the college was collected in the form of application from drop outs. Academic committee after discussion with Principal and drop out students with continuous follow up, distinctive initiatives have taken to combat dropout crisis.

In between 2016 to 2021 total 346 students were communicated and motivated to take admission. Through continuous efforts of the committee out of 346 students, 316 students took admission in the period from 2016-2021. Financial support, Extension of admission dates and counseling helped drop out students' rehabilitation. (Table No 2) We not only motivated these students to take admission but also our constant supervision on their performance, resulted in successful completion of graduation of 281 students. (Table No. 3) and some of them also have reached the heights of taking admission for post-graduation.

Along with academic aspect, academic committee also focused on the overall development of personality of dropout students by encouraging them to participate actively in the extracurricular activities like cultural and sports. (Table No.4)

Thus, one of the Best practices of Asmita College, 'Combating Drop Out Crisis Through Distinctive Initiatives' develops competence among the drop out students and indirectly contributes to upgrade their socio-Economic status.

Best Practice 2

Title of the Practice :

'Teaching Beyond the Horizon of Curriculum'

Objectives of the Practice :

Teaching Learning is a regular process in a classroom. Teaching is not a static activity but a dynamic process. While doing preparation & presentation of each topic, teachers need to update their knowledge & skill related to a particular subject. It is important for teachers and students to stay relevant & connected to the future.

Main Objectives:

- To develop creative thinking in students
- To help students to update additional knowledge.
- To create a curiosity in students by updating their knowledge & thereby developing research habits.
- Updating knowledge, enables students to clarify their queries, develop organized thinking capacity & prioritize their learning practice according to the requirements.
- To develop independent thinking in students by giving an overall idea of the topic & its relevance in the present job market.

The Context:

Due to globalization, industrialization & commercialization, it is very important for the students to develop their knowledge & skills in all the subjects. University syllabus is confined only with limited ideas which are to be completed within the semester. To motivate the students to update their knowledge, each teacher gives some insight about a particular topic.

Since the majority of our students are from the below average strata of the society & may be the first-generation graduate students, our institution has selected 'Teaching beyond horizon of curriculum' as a best practice. They do not have access on their own to update their knowledge.

The Practice:

Our institution works in its unique way to impart updated knowledge to our students. Each faculty is instructed to update the knowledge at the end of the topic. Teachers provide updated information or/and latest trends related to the subject to the students with the support of online recent research updates. At the end of each semester, MCQ exam is conducted and the toppers of the exam are further encouraged to participate in innovative competitions, workshops, seminars. This practice is followed by all the teachers throughout the academic year.

The updated study material is further compiled together & Spiral copies are made available in our library. The students are insisted to refer the same from the library.

Based on e-resources, teachers update themselves & the same is imparted to the students during the lecture.

We realized the Success of this practice, when some students approached the teacher for further guidance about certain topics for their project work. So, it gives them awareness about social issues, current affairs, natural disasters, causes of environmental degradation, National & International happenings. It gives teachers also more confidence & helps them to perform better. It adds value to the teaching & learning process by making it more effective & efficient. The advent of technology has opened several doors to knowledge & the younger generation becoming more curious to update their knowledge. Teachers can get expertise in their subject to impart updated knowledge to the students. It enlightened them with innovative ideas.

Evidence of success:

1. An interest is created among our students to take admission in post-graduation because of the best practice of 'Teaching beyond the horizon of curriculum'. A total number of 150 students have taken admission to postgraduate courses.
2. Students were enlightened to participate in inter-collegiate paper presentation and PPT competitions through the best practice of 'Teaching beyond the horizon of curriculum'. Total 23 students have participated in various competitions over the five years.
3. Our students got inspiration to appear for various competitive exams due to the best practice of 'Teaching beyond the horizon of curriculum'. 50 students have appeared for various competitive exams over the years.
4. In addition to students, the teaching faculties have also benefited. Teaching faculty is motivated to undertake Research activities because of the best practice of 'Teaching beyond the horizon of curriculum'. Three of our teachers have submitted minor research projects.
5. As a result of the best practice of 'Teaching beyond the horizon of curriculum', the teaching faculty's research papers have been published in various UGC recognized journals. Total 45 research papers of our teachers have been published.
6. Teaching faculty has been morally boosted to participate in Seminars, Workshops and Conferences due to the best practice of 'Teaching beyond the horizon of curriculum'. Total 29 Seminars, Workshops and Conferences have been attended by our teachers.

Problems Encountered and Resources Required :

A teacher as an educator has the opportunity of making a huge impact on the students. But, with this opportunity, he/she has to face many challenges. They have to understand the different learning abilities & capacity of the students. It is important to create an effective communication channel between the teachers & the students.

In our institution the challenges which we faced for implementing the best practice of 'Teaching Beyond the horizon of curriculum' are

1. Since the curriculum prescribed by the university of Mumbai is so vast, it is very difficult for the teachers to go into the depth of updated knowledge along with completion of syllabus within the stipulated time.

2. Our arts faculty is purely Marathi medium and arts teachers take sincere efforts to translate the updates from English to Marathi language. It is a tedious task to get the exact translation of certain words & concepts.

Report Of Outcome:

The best practice of 'Teaching Beyond the Horizon of Curriculum' of our college has enabled the students to connect with the classroom learning based on the syllabus & updates related with the curriculum. It has also helped both the students & teaching faculty to share their ideas in a broader sense and enabled them to think critically about the development in the particular area of their subject. The students get a wider approach to the curriculum and get an opportunity to be with recent developments in the subject area. The best practice 'Teaching Beyond the Horizon of Curriculum' benefits students to face the challenges of competitive examinations and advanced studies. It also helps the teaching faculty to be with the phase of changing trends in the subject area which can be reflected in the research papers publication. The success of the best practice of 'Teaching Beyond the Horizon of Curriculum' to the students and faculty is observed with the following evidences data analysis:

- An interest is created in students to take admission in post-graduation because of the best practice of 'Teaching Beyond the Horizon of Curriculum'. (Table No 1)
- Students were enlightened to participate in inter- collegiate paper presentation and PPT competitions through the best practice of 'Teaching Beyond the Horizon of Curriculum'. (Table No 2)
- Students got inspiration to appear for various competitive examinations due to the best practice of 'Teaching Beyond the Horizon of Curriculum'. (Table No 3)

- Faculty is motivated to undertake Research activities through the best practice of 'Teaching Beyond the Horizon of Curriculum'. (Table No. 4)

- Publication of Research papers in Research Journals by our

Faculty as a result of the best practice of 'Teaching Beyond the Horizon of Curriculum'. (Table No 5)

- Faculty members are morally boosted up to participate in Seminars, Workshops and Conferences due to the best practice of 'Teaching Beyond the Horizon of Curriculum'. (Table No 6)

File Description	Document
Any other relevant information	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/7.2.1_1653549082_7672.do)
Best practices in the Institutional web site	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/7.2.1-Best-Practice-2.pdf)

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Answer:

SWAYAMSIDDHA

Asmita College is located in Kannamwar nagar No.2, Vikhroli East, a central suburb of Mumbai. The college mainly caters to students of middle and lower middle class background, majority of whom reside in semi urban environment. The Founder of the Institution, Late Shri Madhukar Narvekar Sir And Secretary, Anupama Narvekar Madam's foresight was the driving force behind the humble beginning of the Institution, with traditional courses of BA and BCOM in 1993, solely for the girl students to provide them a chance to give expression to their creativity and abilities. Afterwards with the changing scenario of the society, the management also introduced Self -Financing Professional courses like BSC IT and Computer Science and eventually, the Asmita law college.

- Being an iconic institution for women, Asmita College always attracts the interest of the parents of girl students. Majority of staff members are women and young women students freely approach them without hesitation to discuss any curriculum related or even personal matters. Continuous and constant support from management promotes a family atmosphere which is very conducive to overall growth.
- This is the only college exclusively for Women in central suburban area. The location of this college is most advantageous not only to the young women staying in the vicinity but also those who hail from adjoining areas like Powai, Airoli, Sakinaka and even Panvel.
- As distinctive quality education with gender safety is imparted, many parents prefer to educate their girls through Asmita college which is evident from a frequent observation that two/three sisters from same family take admission and complete their graduation successfully.
- Majority of the parents are Rikshawalas, small vendors, or engaged in house keeping, security jobs. They are largely illiterate, or with minimal educational background, and cannot support and guide their daughters for holistic development
- On the other hand, these young women are expected to become highly productive members of the society. But in the real scenario most of them are unable to utilize their potentialities due to lack of guidance and motivation. Lack of exposure, less support from parents, lack of individual initiatives of students, indirectly affects their personality adversely.
- The Vision of the institution is empowerment of women through education which aims at molding the students to face challenges in life and profession. Observing the nature and background of the students, College in collaboration with IQAC started the Mission to shape the all round personality of the students, known as Swayamsiddha. (Swayam : meaning Self, Siddha: meaning one who is accomplished- Swayamsiddha is One who has learnt to accomplish by oneself).
- Swayamsiddha is the initiative of Asmita college which trains the young women to achieve the goals in life through developing various aspects of personality, mental well being, legal awareness, Physical fitness and basic skills for sustainable income.

World is becoming competitive day by day, hence the importance to develop oneself (to make siddha) to stay afloat, fight or overcome the challenging environment is a necessity. Swayamsiddha by empowerment of young women students can definitely bring improvement in the social set up and community structure.

SWAYAMSIDDHA

- **Vision :** Empowerment of Young Women through All Round development.
- **Mission:** Raising self .reliance and self .confidence to face future challenges.
- **Objectives :**

1. To improve young women's personality by fostering self awareness.
2. Emotional upliftment and mental well-being of young women students.
3. To inculcate employability skills among young women students.
4. To give awareness about legal Rights to the young women students..
5. To develop the positive force or ability to protect oneself.

Swayamsiddha acts as a formidable vanguard in the personality development of young women students with following five pillars –

- **Personality development under Swayamsiddha: Metacognition,,nurturing self awareness, is the ability with which young women students can see themselves (Swayam) clearly and objectively through reflection and introspection. With expert guidance they begin to see how their strengths and weaknesses affect their performances. Young women students can self evaluate and bring positive change in the personalities**
- **Life skills education under Swyamsiddha: Develops mental wellness by enriching emotional & intellectual skills in young women students who are the important building blocks for a dynamic society, who can cope with future challenges, and survive with good mental well being. It helps the young women students to achieve their goals, by strengthening their mental abilities to meet the needs and demands of the present society and be successful in life**
- **Legal awareness under Swyamsiddha : The principle of Gender equality is enshrined in the Indian constitution. The Constitution not only grants equality to women but also empowers them to adopt measures of positive discrimination in favour of women. However due to non awareness of legal rights women face exploitation and discrimination.Thus to make students aware about their rights at early age under SWAYAMSIDDHA, legal rights awareness guidance lectures are arranged by legal experts.**
- **Employability skills under Swyamsiddha: As majority young women students are from low income families, they must have basic skills with which they can earn and support family. under swayamsiddha the employability skill development initiatives are undertaken**
- **Self Defence under Swyamsiddha :The women fail to protect themselves from sexual violence and random attacks, mainly because of fear. The self-defence program under Swayamsiddha improves self-confidence and trains them to reduce dependency on others. The self defence training makes the young women healthy and fit through physical exercise and yoga. With self defence training activities young women learn to handle dangerous and emergency situations that maybe caused by strangers.**

Conclusion : Under the Swayamsiddha program of Asmita college, the various skills developed through active participation of students and faculty, gives the young women students an active, participative and positive-thinking approach and thus helps to make them siddha (accomplished) for quality-life for themselves as well as others, on their Swayam (own).

File Description	Document
Appropriate web in the Institutional website	View Document (http://online.asmitacollege.org/wp-content/uploads/2022/05/7.3.1-Aany-Other-Information.pdf)

Any other relevant information

View Document
 (http://online.asmitacollege.org/wp-content/uploads/2022/05/7.3.1-Aany-Other-Information.pdf)

Extended Profile

Program

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

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
212	212	212	212	204

File Description	Document
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/dynamic_1653484417_7672.xlsx)

Number of programs offered year-wise for last five years

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
04	04	04	04	04

Students

Number of students year-wise during last five years

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
1125	1134	1135	1130	1175

File Description	Document
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/dynamic_1653486573_7672.xlsx)

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

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
547	533	540	536	546

File Description	Document
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/dynamic_1653486737_7672.xlsx)

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

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
317	321	161	225	204

File Description	Document
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/dynamic_1653487198_7672.xlsx)

Teachers**Number of full time teachers year-wise during the last five years****Answer:**

2020-21	2019-20	2018-19	2017-18	2016-17
29	30	30	32	30

File Description	Document
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/dynamic_1653487857_7672.xlsx)

Number of sanctioned posts year-wise during last five years**Answer:**

2020-21	2019-20	2018-19	2017-18	2016-17
33	33	33	34	32

File Description	Document
Institutional data in prescribed format	View Document (https://assessmentonline.naac.gov.in/storage/app/hei/SSR/110511/dynamic_1653487711_7672.xlsx)

Institution**Total number of classrooms and seminar halls****Answer:** 16**Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)**

Answer:

2020-21	2019-20	2018-19	2017-18	2016-17
33.66	62.34	67.11	68.72	66.74

Number of Computers**Answer:** 138**Total number of computers in the campus for academic purpose****Answer:** 116**Conclusion****Additional Information :****Objectives of the Institution :**

1. To impart a holistic education that relates to the mental, physical and moral outlook of young women students.
2. To encourage financially and academically weaker students for taking up higher education.
3. To organise events and activities for women empowerment
4. To equip underprivileged young women students to take their rightful place in the society with confidence and poise.
5. To foster and develop ethically conscious and socially responsible citizens.

Concluding Remarks:

Asmita College of Arts and Commerce for women has scaled a rapid growth in terms of quality and quantity since its inception in 1992 with support of vision of the management and governance. The state-of-the-art infrastructure, amenities and other support services provided in the campus has nurtured the student growth as well as the learning process. The institution with its defined vision leading to the objectives has played an important role in the holistic growth of students. The research initiatives, extension and outreach programmes by the institution have promoted research culture and establishment of good rapport with the community .The institution was honoured by the Government by naming the nearby plaza as "Asmita College Chowk " and also appreciated the Chairman of the institution by naming the college road as "Guruvarya Shri Madhukar Bhagwan Narvekar Marg ".

The thrust in academic excellence and holistic growth of the students remain the prime focus of the institution. The faculty members join hands in the Institution's zeal to enhance and sustain quality education flagging way for the attainment of Vision, Mission and Values. A variety of Add-on Courses, skill enhancement initiatives are offered to students to give them an edge in today's job market. The College has Environment Policies to protect and conserve ecological systems and resources within the campus.

The College implements E-governance in all functioning of the institution in order to provide simpler and efficient system of governance which promotes transparency and accountability within the institution.

The institution's societal commitment provides opportunity for the faculty members and students alike to render services to the society. The institution today can boast of activities and accomplishments with regard to the social responsibility and academic excellence. The Institution promises to itself to do every possible thing to quench its thirst to reach the apex of academic excellence. The college strives to fulfill its vision of imparting transformative education for the empowerment of young women and promotion of a more just and humane society. In pursuit of excellence, institution looks forward to achieve more heights in the times ahead.

EXCLUDED METRICES

List of Excluded Metrics

3 Research, Innovations and Extension : Weightage (110)

3.3 Extension Activities : Weightage (60)			
Ref No	Details of Metric	weightage	Metric Performance
3.3.2	Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years (Metric Type : Derived , Question Type : QN , Evaluation : By DVV , Nature : Value)	10	1

5 Student Support and Progression : Weightage (140)

5.2 Student Progression : Weightage (30)			
Ref No	Details of Metric	weightage	Metric Performance
5.2.3	Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations) (Metric Type : Derived , Question Type : QN , Evaluation : By DVV , Nature : Value)	5	0
5.4 Alumni Engagement : Weightage (10)			
Ref No	Details of Metric	weightage	Metric Performance
5.4.2	Alumni contribution during the last five years (INR in lakhs) (Metric Type : Direct , Question Type : QN , Evaluation : By DVV , Nature : MC)	5	E. <1 Lakhs

6 Governance, Leadership and Management : Weightage (100)

6.4 Financial Management and Resource Mobilization : Weightage (20)			
Ref No	Details of Metric	weightage	Metric Performance
6.4.2	Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III) (Metric Type : Derived , Question Type : QN , Evaluation : By DVV , Nature : Value)	8	0

ANNEXURE