



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

SAHYADRI PARISAR SHIKSHAN
PRASARAK MANDAL'S SHRI MANOHAR
HARI KHAPANE COLLEGE OF ARTS AND
COMMERCE, PACHAL AT, PO RAYPATAN
TAL -RAJAPUR, DIST - RATNAGIRI,
MAHARASHTRA

- Name of the Head of the institution **Dr. Mayappa Akappa Yellure**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **02353 299181**
- Mobile No: **9403392105**
- Registered e-mail **mhkcollegepachal@gmail.com**
- Alternate e-mail **drmayellure@gmail.com**
- Address **At & Po. Pachal, Tal- Rajapur,
Dist- Ratnagiri,**
- City/Town **Pachal**
- State/UT **Maharashtra**
- Pin Code **416704**

2.Institutional status

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Co-education**

- Location **Rural**
- Financial Status **Grants-in aid**
- Name of the Affiliating University **University of Mumbai**
- Name of the IQAC Coordinator **Mr. Sanjay Vasant Nimbalkar**
- Phone No. **9420053499**
- Alternate phone No.
- Mobile **9420053499**
- IQAC e-mail address **mhkiqac@gmail.com**
- Alternate e-mail address **snimbalkar7844@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)

<https://www.khapnecollege.com/pdf/AQAR2021-22.pdf>

4.Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://www.khapnecollege.com/pdf/Academic-Calendar-2022-23-Revised.pdf>

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C++	2.00	2004	16/09/2004	15/09/2009
Cycle 2	B	2.05	2016	05/11/2016	04/11/2021

6.Date of Establishment of IQAC

05/08/2005

7.Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

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

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

- Upload latest notification of formation of IQAC [View File](#)

9. No. of IQAC meetings held during the year **02**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

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

- If yes, mention the amount

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

Organized National Level Conference on 'India In 21st Century' on 14/10/2022.

Organized One Day National Level Online Conference for Non-teaching Staff on 22/02/2023.

New KOHA Software installed for Library.

Purchased two new printers.

Purchased new Laptop.

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

Plan of Action	Achievements/Outcomes
To organize National Level Conferences.	Organized National Level Conference on 'India In 21st Century' on 14/10/2022.
To organize National Level Conferences.	Organized One Day National Level Online Conference for Non-teaching Staff on 22/02/2023.
To purchase New KOHA Software for Library.	New KOHA Software installed for Library.
To purchased new printers.	Purchased two new printers.
Purchased new Laptop.	Purchased one Laptop.
To motivate research activities.	Mr. M. R. Kondagurle pursued Ph. D.
To motivate research activities.	Five research papers published in national and international journals and seven book chapters.
To motivate the students to participate in zonal and university level competitions.	Sudarsh Anaji Ghagare of S. Y. B. Com. class participated in University level Talvadhya Competition and won ThirdvPrize.
To provide financial support to economically poor girl students.	given free S. T. bus pass to three girl students.

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

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	03/10/2023

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Alternate e-mail address	snimbalkar7844@gmail.com
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4.Whether Academic Calendar prepared during the year?	Yes
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College Development Committee	03/10/2023				
14.Whether institutional data submitted to AISHE					

Year	Date of Submission
2021-22	20/12/2022

15.Multidisciplinary / interdisciplinary

N. A.

16.Academic bank of credits (ABC):

The institute is ready to implement the Academic Bank of Credits (ABC) based on the guidelines of the affiliated university. During implementation of this ABC a well-established digital database has to be developed to store the previously earned academic credits and achievements by the students along with centralized database and the database of the college. These earned credits will be forwarded when students enrolled themselves into the program again. The creation of proper technical support for the real monitoring of ABC is of utmost importance.

17.Skill development:

The institution has already conducted and conducting several of skill nurturing courses. Besides skill developments, lectures on soft skills and personality development, competitive exams have organized by the college.

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

India is one of the multilingual and multicultural country in the world and the varied languages and cultures are our heritage and legacy to passed on to the next generations that is why the institution has taken the duty to promote and enhance the Indian culture, art and integrated local languages among the students and society through the various activities and courses. The college has started Travel and Tourism Management related course for students to explore the nature and exchange of knowledge with tourists and to attract them to our heritage and culture.

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

The main aim of this outcome based curriculum is to design the uniform syllabus for all the courses in all the affiliated colleges in the University of Mumbai, and for this the variety of different methods and skills of teachings like workshops, guest lectures, seminars, conferences, field visits, small projects for

students, industrial tours and field work, emphasis on research work, employability values, internships and apprenticeship programs has to be introduced at college level as per affiliated university guidelines.

20.Distance education/online education:

N. A.

Extended Profile

1.Programme

1.1

Nil

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

File Description	Documents
Data Template	No File Uploaded

2.Student

2.1

265

Number of students during the year

File Description	Documents
Data Template	View File

2.2

134

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

File Description	Documents
Data Template	View File

2.3

30

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	10
File Description	Documents
Data Template	View File
3.2 Number of Sanctioned posts during the year	0
File Description	Documents
Data Template	No File Uploaded
4.Institution	
4.1 Total number of Classrooms and Seminar halls	9
4.2 Total expenditure excluding salary during the year (INR in lakhs)	6.00903
4.3 Total number of computers on campus for academic purposes	11
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>1. At the beginning of each academic session, college prepares its proposed academic calendar, which is uploaded in the college website. The proposed academic calendar is prepared according to the notices and circulars received from the affiliating university. Students are informed about the academic calendar of the college notifying the probable teaching days, dates of internal examinations, curricular, extension related and cocurricular activities.</p>	

2. Orientation programme is organized every year for newly admitted students to make them aware of the mechanism for curriculum delivery and implementation.

3. The college prepares the master routine and circulates it to different departments. Routine is prepared strictly in accordance to the number of credit points mentioned in the prescribed syllabus of each course offered by the departments. 4. Based on the departmental routine, departments conduct meeting for allotment of classes and syllabus distribution among the teachers. Students are given details of teaching assignment of each teacher at the beginning of a session by the department. 5. Based on the teaching assignments allotted in the syllabus distribution, teachers prepare their "teaching plans" according to the number of lectures allotted in the university syllabus for each topic. 6. Along with the traditional chalk and talk method, teachers often use power-point projections during the lectures to demonstrate topics. 7. Class tests and student seminars are held after completion of a section of the syllabus and periodic review of performance of students is undertaken. 8. Tutorial classes are held in some departments within class routine hours.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.khapnecollege.com/pdf/Academic-Calendar-2022-23-Revised.pdf

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

Preparation and Adherence of Academic Calendar: The institution prepares the academic calendar every year in advance. The coverage of academic calendar covers the list of examination dates, seminars, conferences, guest lectures, workshops and industrial visits holidays, vacation dates, festivals, etc. Academic calendar provides the total effective working days available in a given semester. Then the coordinator of Time table committee prepare the time table by correlating the working days available and coverage of curriculum of the subjects. Thus the academic calendar monitors the effective delivery of the program with academic and business inputs.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.khapnecollege.com/pdf/Academic-Calendar-2022-23-Revised.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 year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

4

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

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

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

0

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

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

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

Actually, the university decides the syllabus and college has to follow it. But in this limitations collegedo its best for above said issues. Some of the steps taken are below: 1. Gender: Numbers of programs are conducted for women and girl students such as organization of hemoglobin check up camps. The committee for Woman Antiharassment and internal complaint committee organizes programs on Woman Empowerment, Women's Day, TheN.S.S. unit of our college has been very proactive different extension activities not only in college premises but also in adopted villages also. Major gender issues are focused and addressed through the activities like Save girl child campaign, etc. 2. Environment and Sustainability N.S.S. promotes environmental protection through tree plantation and

other sustainable development programs. Every year, N.S.S. unit undertakes a host of activities in the nearby villages during the special camps. In these camps, N.S.S. organizes various environment related programs including tree plantation, village cleanliness, etc. Different activities have been initiated by the college to save environment such as Cleanliness Campaigns at Temple places, Bus and Public spaces etc. The cleanliness program is organized to clean ponds, watering plant, Celebration of various days like World Environment Day, N.S.S. Day, etc.

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

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

0

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

1.4 - Feedback System

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

A. All of the above

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

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.khapnecollege.com/pdf/Feedback_Report_2022-23.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

240

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

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

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

165

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The students admitted in our college are coming from various economic sections and communities of the society. Most of the students are from backward categories i.e.SC, NT and OBC. The college is very much aware about their overall growth and social upliftment in the society. Our college has a fair system for admission process. The students are admitted in our institution without considering caste, creed, and gender, and religion, social and economic status. After the completion of admission process regular classes commence as per the college time table.

Following activities are done by teachers for students: Slow learners:

1. Individual counselling.
2. Remedial Coaching
3. Extra notes.
4. Group discussion session.
5. Internal examination process.

6. Encouragement in NSS, DLLE, Sports and academic activities.

7. Extra library books.

Advance learners:

1. Advance notes

2. Seminar sessions

3. Participative learning sessions i.e. Teachers Day

4. Projects

5. Assessments

6. Group discussion sessions

7. Internet facility.

8. To enhance their confidence level, the college conducts various activities such as Cultural, NSS, and Sports to develop their overall personality.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
265	10

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

A)Experiential Learning Methods:

1. Seminar Paper Presentations

2. Project Work

3. Poetry Reading

4. Treiking Trip

5. Survey

B) Participative Learning:

1. Seminar

2. Group Discussion

3. PPT Presentation

4. Quiz

5. Language Days

6. National Days

7. Sports and Cultural Events

C) Problem solving Methods:

1. Projects

2. Mentor System

D) Use of ICT in Teaching:

1. YouTube

2. Google Meet

3. WhatsApp

4. Gmail

5. Google Forms

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

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

Today, it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. The following tools are used by the Institute ICT Tools:

1. Projectors available in the Auditorium.
 2. Desktops are arranged at Computer Lab.
 3. Printers- They are installed at NAAC office, Administrative office and Library.
 4. Photocopier machine is available in office.
 5. Scanners, Multifunction printers are available at all prominent places.
 6. Auditorium- It is equipped with mike and projector.
- A. PowerPoint presentations- Faculties are encouraged to use powerpoint presentations in their teaching by using projector.
- B. Online quiz- Faculties prepare online quiz for students with the help of GOOGLE FORMS.
- C. Video Conferencing- Students are counseled with the help of Zoom / Google meet applications, Whatsapp video calls.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.khapnecollege.com/pdf/4.1.3%20No.%20of%20Classrooms%20Seminar%20Hal.%20ICT%20Availability.pdf

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

2.3.3.1 - Number of mentors

10

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

2.4 - Teacher Profile and Quality

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

10

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

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

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

4

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

14.3

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Mechanism of internal assessment is transparent and robust in terms of frequency and variety. Response: The College has transparent and robust evaluation process in terms of frequency and variety.

In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process. Students who are admitted for the concerned course are assessed continuously through various evaluation processes at college and University level. Continuous evaluation is made through Group Discussion, Tests, Assignments Submission, and Seminars Presentation. Tests are conducted regularly as per the schedule given in academic calendar. The weightage for the tests varies as per the concerned faculty. The performance of the students is

displayed on the Notice board and communicated to the students.

Personal guidance is given to the poor performing students after their assessment. Students appearing for Second /third year are asked to deliver the seminars of the concerned subject. For transparent and robust for internal assessment, the following mechanisms are conducted.

Examination Committee. • Question Paper Setting. • Conduct of Examination • Result display • Interaction with students regarding their internal assessment.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

There is complete transparency in the internal assessment. The criterion adopted is as directed by the university.

- At the beginning of the semester, faculty members inform the students about the various components in the assessment process during the semester.
- The internal assessment test schedules are prepared and communicated to the students well in advance.
- To ensure proper conduct of formative tests, invigilator is assigned to each hall. Evaluation is done by the course handling faculty members within three days from the date of examination.
- Day to day performance of the students is assessed for every experiment which includes regularity, performance, viva and the promptness in submitting the record.

Redressal of grievance:

The continuous evaluation of students is carried out by faculty regarding lectures, assignments, unit tests. The semester exam marks are allotted based on defined strategies and displayed on notice board. Query if any is discussed with faculty and HOD. The Institute appoints Junior and Senior Supervisor for smooth conduction of examination. If students are facing any problems, they are solved by the institution Chief Conductor appointed by the college. The grievances during the conduction of online/theory

examinations are considered and discussed in consultation with the Principal and if necessary forwarded to the University by examination committee.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

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

PROGRAMME OUTCOMES, PROGRAMME SPECIFIC OUTCOMES, COURSE OUTCOMES
Mechanism of Communication:

- The College adopts Outcome based education rather than input oriented bell shaped curve of learning. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.
- Graduate attributes are described to the first year students at the commencement of the programme.
- At least five hours are spent by the teachers for introducing the subject to the Students.
- Learning Outcomes of the Programs and Courses are observed and measured regularly.
- Soft Copy of Curriculum and Learning Outcomes of Programmes and Courses are uploaded on the Institution website for reference.
- The importance of the learning outcomes has been communicated to the teachers in every IQAC Meeting and Staff Meeting.
- The students are also communicated about the Programme outcomes, Programme Specific Outcomes and Course outcomes through meetings.
- Identify the most relevant concepts that arise in everyday life, and devise a strategy in order to arrive at the solutions in the respective subjects and are made to understand the connection between key concepts and applications.

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

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

The College took care of the attainment to measure the POs, PSOs and COs and implemented the mechanism as follows:-

- The institute followed the Academic Calendar of our affiliated University.
- All the subject teachers maintained Academic Diary in every academic year.
- All the subject teachers prepared Semester-Wise evaluation Reports.
- Internal examination committee analyzed evaluation reports of results.
- Placement committee took the review of the Students' Progression to Higher Studies and their Placement.

The Program outcomes of Bachelor of Arts are as follows:

PO1: Students are introduced to community engagement and global understanding PO2: Critical and creative thinking of the students have been developed.

PO3: Students developed their Communication skills.

PO4: Ethical values are inculcated among the students.

The Program outcomes of Bachelor of Commerce are as follows:

PO1: Students received knowledge of the application of basic skills necessary for analysis of programs in Economics, Accounting, Marketing, Management and Finance.

PO2: Understanding of the students is improved of national economic and business scenario.

P03: Students developed their entrepreneurship and contributed in the successful operation of a business.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

30

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://www.khapnecollege.com/pdf/DOC-2023-1219-WA0005._compressed.pdf

2.7 - Student Satisfaction Survey

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

<https://www.khapnecollege.com/pdf/Student-Satisfaction-Survey-Report-2022-23.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

3

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

3.2 - Research Publications and Awards

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

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

6

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

5

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

- Coustruted Vanrai Bandhara on Arjuna River at Ganganwadi oo 22/12/2022
- Cleaned Pachal Raypatan Road on 22/12/2022
- Coustructed 12 Erosion Pits at Purewadi Road on 23/12/2022
- Organized Haldi kum-kum Programme at Rural Hosptial Raypatan on 20/12/2022

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

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

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

7

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

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

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

10

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

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

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

275

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

3.4 - Collaboration

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

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution ensures adequate availability and optimal utilization of physical infrastructure as it is critically linked to the vision of the college- 'To establish a pedestal for the integral innovation, team spirit, originality and competence in the students, expose them to face the global challenges and become pioneers of Indian vision of modern society'. At the beginning of the academic year need-assessment for replacement / up-gradation / addition of the existing infrastructure is carried out based on the suggestions from Heads of the departments, after reviewing course requirements, computer student ratio, budget constraints, working condition of the existing equipment and also students' grievances. The Time Table committee plans ahead for all requirements regarding classrooms, furniture and other equipments.

- Optimal deployment of infrastructure is ensured through conducting workshops/awareness programs/training programs for faculty on the use of new technology.
- Effective utilization of infrastructure is ensured through appointment of adequate and well qualified technicians/system administrator.
- The optimal utilization is ensured through encouraging innovative teaching - learning practices.
- The available physical infrastructure is optimally utilized beyond regular college hours, to conduct co-curricular activities / extra - curricular activities, parent teacher meetings, Campus Recruitment Training classes, meetings, seminars, conferences etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.khapnecollege.com/pdf/infrastructure.pdf

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

The Institute, with its compulsory Core Courses and the continuous evaluation scheme, integrates sports and extra-curricular activities as essential components. This is done not only for participation but also for assessment of students.

Sports Activities:

It has adequate facilities for sports, games and cultural activities. There are large playgrounds with provision for multiple games, such as, Athletics, Cricket, Volleyball, Kho-kho, Badminton and Kabaddi.

Intra-faculty and inter-faculty games and sports competitions are organized regularly every year for students. Students are specially trained for participation in Zonal and Inter-Zonal

National Youth Festivals competitions organized by the University and other cultural and sports events outside the campus.

National Independence Day, Republic Day and Maharashtra Day are celebrated in the Institute.

Cultural Activities:

Students are very much encouraged to participate in the cultural events held in the college like Quiz, Khana-khajana, Annual Sports Day, Welcome Function, and Farewell, Birth anniversaries of National leaders etc., to exhibit cultural talents.

Library Activities:

Awareness programmes organized such as Dr. S. R. Ranganathan Birth Anniversary, Book Exhibitions, Reading Week on the Occasion of Memorizing P. N. Pannikar, Reading Inspiration day on the occasion of Birth anniversary of Dr. A. P. J. Abdul Kalam. Essay Competition and One Hour for Reading, Best Reader Award and Gold Card Scheme.

Link for Additional Information:

https://drive.google.com/file/d/1taQwFIefuO1yPDVdBVdJNTqRV6BBVE88/view?usp=drive_link

https://drive.google.com/file/d/1pNVsPN8MDSxoXOkLGGLdYRND8ri86Slg/view?usp=drive_link

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

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

09

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

09

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.khapnecollege.com/pdf/infrastructure.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

141320

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The Library is integrated knowledge resource centres comprising in an area of 53.50 sq. m., with nearly 8341books, 23 periodicals / journals, references, journals and CD-ROMs, in addition to other Departmental Libraries. It is automated using Integrated Library Management System (ILMS) computerized with KOHA Open Source Software. It has access to books. Under this service online Public Access Catalogue is available in Campus. The Library maintains the right atmosphere for learning. Library reading room is a provision for both individual and group studies. It subscribes 23 journals and Magazines along with Hardcopies and 01 E-Journal and newspapers for general reading. The library also houses rich reference Collection viz., Encyclopedia Britannica, Encyclopedia Bharatiya Sanskritikosh, Marathi Vishwakosh, Bharatiya Samaj Vidnyan Kosh, and Debates on Indian Constitution, Dictionaries, Atlases and other reference material. Library also include dissertations, doctoral theses and project reports on various subjects. The library also provides access to Internet as well as CD/DVD based electronic resources. Provision has also been made to allow downloading/printing of material from these resources. It has ICT infrastructure with adequate bandwidth for fast and seamless access to Internet.

Following services are available:

1. Free WI-FI, internet access, download and printout facility have been provided.
2. Reprographic facilities.
3. Organization of Book Exhibitions/Display of new books.
4. Gold Card Scheme for merits students for enhancing reading habits.
5. Best Reader Award for three students.
6. Essay Competition.
7. Proper system of feedback from users to improve library services.
8. System of recommendation for purchase of books through Departments.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://mhkclibrary.wixsite.com/pachal

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

A. Any 4 or more of the above

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

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

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

0.56234

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

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

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

15.84

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

4.3 - IT Infrastructure

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

College have 11 computers, from that 2 are in Office of the college, 1 Desktop and 1 Laptop is in IQAC department, 1 Laptop is in the principal Cabine, 3 computer is in library for Library usage and 3 computers are for Users usage. Two internet fiber connection are available with each 50 MBPS speed. All computers are connected by internet through LAN with optical fiber and wi-fi facility is available for students and staff within college campus. All computers are updated by antivirus in the yearly basis. Internet charges are paid by monthly. If some technical issues occurs, technical support is taken from outside vendor. 1 Laser Printer is in library, 1 Color Printer and 1 Ledger printer in NAAC Office, 1 All in one ledger printer, 1 Xerox Machin in Principal office, 2 Printers in College Office.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/14sfJVGWPWgQs84COQatL9TamsNOJ5KWX/view?usp=drive_link

4.3.2 - Number of Computers

11

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

4.59583

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

1. Library

Library play a role of central library in the college. At the beginning of the academic year, library advisory committee meeting is held, discusses about activities, services, needs of library and take decision about the same. Library purchase books as per requirements of college students, teachers and syllabus.

Best Practices:

- Best Reader Award
- Gold Card Scheme
- Book Exhibition
- Celebration of Dr. S. R. Ranganathan birth Anniversary
- Celebration of 'Vachan Prerana Din' on Dr. A. P. J. Abdul

Kalam Birth Anniversary

- Organized reading week on the occasion of memorizing P.N. Panikar
- Essay Competition
- B. C. Book Bank Scheme
- Library Orientation Programme for new admitted students
- Display of Newspaper Cutting

2. Computer Center:

College has Computer center with good internet facility for students and staff.

3. Sport Activities:

At the starting of the Academic year, Coordinator of Sport department calls meeting of sport department committee and discusses on sport activities that will take in whole year. As per University time table, sport department take initiatives and encourage to students to participate in sport games in district, zonal, and university level. College provides playground, sport kits and sport materials to students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1eKB0XiyxcA_EACAUirOTR_F3099uR0qu/view?usp=drive_link

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

34

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

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

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

46

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

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

C. 2 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

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

85

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

85

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

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

C. Any 2 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

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

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

5.2.2.1 - Number of outgoing student progression to higher education

6

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

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

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

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

1

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

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

Students are given exposure to involve in administrative, cocurricular and extracurricular activities by including them as members of the committees. They actively participate in committee meetings. The following is the list of Committees having student representation and engagement.

1. NSS Committee
2. Sports Committee
3. Cultural Committee
4. Internal Quality Assurance Cell
5. Anti-Ragging Committee
6. Anti-Sexual Harassment Committee
7. Grievance Redressal Committee

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution

participated during the year (organized by the institution/other institutions)

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

6

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

Nil

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The college follows its vision and mission to serve better for students. The governance of the college matches vision and the mission of the college. Our vision and the mission are as follows:
Vision: The college has a strong conviction that, it is responsibility as well as privilege to render a high quality service to the students' community and the society at large in the field of education and its development. Mission "To motivate the youth of remote and backward area by developing their talents and preparing them for employment and selfemployment by means of higher education and striving for development of Konkan and ultimately the nation".

The objectives of the institution:

1. To impart higher education to the students of economically weak and backward sections of society.
2. To create the sense of discipline in terms of regularity, sincerity and punctuality among the students and make them responsible and respectable citizens of India.
3. To aim at overall personality development of the students through various cocurricular and extra-curricular activities.
4. To prepare the students to face the challenges created by the emerging global situation.
5. To create the feeling of corporate life among the students.
6. To create social awareness among the students inorder to equip their minds for the feeling of sucularism anduplift the underprivileged culturally and socially.The college follows its vision and mission to serve better for students. The governance of the college matches vision and the mission of the college.

File Description	Documents
Paste link for additional information	https://www.khapnecollege.com/vission&mission.php
Upload any additional information	No File Uploaded

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

The College promotes participative management. Ideas pertaining to academic goals, organizational progression and better campus life are collected from all stakeholders to promote efficient functioning of the College. The staff and other stakeholders help in infusing a positive attitude that leads to increased efficiency, improved communication, heightened morale, motivation and job satisfaction. Believing in decentralization, the Management takes policy decisions, finance, infrastructure etc. with the help of members of the College Development Committee. CDC discusses matters related to teaching and administrative staff and decisions are taken at these levels are implemented e.g. the planning of National Conference and its implementation. Believing in democratic values, the institution has decentralized and participative management. The fruition of this was channelized in a National conference.

The conferences were held on 14/10/2022 and 22/02/2023. The Principal expressed his desire to organize such a conference since there was no such collaborative endeavour in the past.

File Description	Documents
Paste link for additional information	https://www.khapnecollege.com/conference-seminar.php
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Curriculum Development: - Participation in Workshop by Faculty Members for revised syllabus. **Teaching and Learning:** - Increase in use of ICT. Students participated in short seminars as a part of internal evaluation. Preparing academic calendar. Preparing study plan. Conducting unit tests, group discussion, seminars etc. Arranging films show, slide show etc. also Home assignments.

Examination and Evaluation: - Credit Based Semester Grading System(CBSGS) is implemented where both internal continuous assessment and external theory and exams are mandatory part. Students are assigned grades and CGPA. Unsuccessful students are offered another chance by conducting additional examination. **1. Research and Development:** - Established research committee for inculcating research atmosphere. Motivated teachers for research

work. Improving library facilities for research. Participating in seminars, workshops. Publications - Journals.

Library, ICT and Physical Infrastructure / Instrumentation: - Auditorium is equipped with LCD projector. Most of the functioning of library is done with the help of software LIBRERIA. The bar coding system is used for all the books. OPAC software is used for searching the books. **Human Resource Management:** - Workflow is decided at the beginning of academic year by forming various committees.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.khapnecollege.com/pdf/4.1.3%20No.%20of%20Classrooms%20Seminar%20Hal.%20ICT%20Availability.pdf
Upload any additional information	No File Uploaded

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

ORGANOGRAM The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc. through the practical experience of management has been designed in a scientific and transparent manner to obtain the best results from it. A hierarchical clusters were created from top management down level to clearly delineate duties, responsibilities, accountability, and powers at each stage. The foundation has formed various committees at institute and department level for the effective functioning of the organization. The objectives and functions of the committees are organized according to the instructions of the head of the institution.

Institute Level Committees:

- IQAC
- Research Committee
- Discipline Committee and Unfair Means Committee
- Library Advisory Committee
- Anti-Ragging and Tobacco Committee

- Women grievance Cell (only female faculty) Committee
- Student Grievance cell Committee
- Admission Committee
- NSS Committee
- Publication Committee
- Website Committee
- Academic Calendar Committee
- Examination Committee
- Competitive Examination and Placement Cell
- Cultural Committee
- Grievance Redressal Committee
- Women Development Cell
- Staff Academy
- English Literary Association
- Marathi Bhasha Vangmay Mandal
- Hindi Bhasha Vangmay Mandal
- College Magazine Committee
- Students' Council
- Department of Life Long Learning
- Purchase Committee
- B. C. Book Bank Scheme Committee
- Elocution, Essay and Debate Committee
- Nature Club

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

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

C. Any 2 of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution has effective welfare measures for teaching and non-teaching staff. The welfare schemes are as follows:

- Wi-Fi facility
- Computing facility
- Identity cards
- Uniforms to Peons

File Description	Documents
Paste link for additional information	https://www.khapnecollege.com/pdf/4.1.3%20No.%20of%20Classrooms%20Seminar%20Hal.%20ICT%20Availability.pdf
Upload any additional information	No File Uploaded

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

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

0

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

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

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

2

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

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

Institution has Performance Appraisal System (API) for teaching staff Response: The institution has performance based appraisal system for the assessment of teaching staff. The appraisal report is based on the annual performance of the employees on the basis of their academic, research and other extra- curricular activities. Performance appraisal system for teaching staff The teacher, as a person and teacher as performer, is also one of the mandatory assessment for his/her performance is appraised through his/her implementation of innovative methodologies in classroom lectures, seminars, tutorials, course delivery, question paper setting and evaluation, updating of materials etc. Besides, students' feedback are also considered.

The performance of the faculty is evaluated based on professional contribution to academics, contribution to short term trainingcourses, performing invigilation duties, contribution to College administrative bodies. The faculty is motivated to enhance or upgrade their knowledge through their participation in conferences, workshops, publications in Scopus indexed journals, book publication, sponsored projects consultancy, research supervision, awards, honours, fellowships etc. The above set performance appraisal report is filled by employee in a given prescribed proforma which includes all the above set related topoints and sub points. Filled in the prescribed format is revisedby HOD to assess the attitudinal / behavioural / professional aspects of the faculty concerned.

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

6.4 - Financial Management and Resource Mobilization

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

Yes, Internal Audit continuously every year by Chartered Accountant.

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

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

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

0

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

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

Sources of funds are as follows: 1. Fees: Fees charged as per the university and government norms from students of various granted and non-granted courses. Our resource mobilization policy and procedures are as follows:

1. The Purchase Committee takes care that purchases are done properly and in accordance with the rules. 2. The College Development Committee takes a review of the mobilization of funds and the utilization of these sources periodically in their meetings.

3. Regular internal audits from the Chartered Accountant and external audits from the government make sure that the mobilization of the resources is being done properly.

4. The Library Advisory Committee takes care that the resources in library are utilized optimally. 5. Campus cleanness and its utilization is monitored by the Campus Cleanliness and Garden Committee. 6. To ensure the optimum utilization of resources, the Principal issues directions.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

The IQAC Cell of the college works towards improving and maintaining the quality of education, identifying and suggesting new ways of using teaching aids, developing suitable infrastructure, and offering suggestions for the new self-finance courses. IQAC is an effective and efficient internal coordinating and monitoring mechanism. The IQAC plays a vital role in maintaining and enhancing the quality of the institution and suggests quality enhancement measures to be adopted. The IQAC meets twice to plan, direct, implement and evaluate the teaching, research, and publication activities in the College. The subcommittees dealing with various activities and departments implement the IQAC guidelines and report the feedback. The IQAC strives to spread quality culture through quality enhancement initiatives and best practices. Significant improvements in quality have been made by institutionalizing the following IQAC initiatives: Strategic planning of key areas and assigning responsibilities.

1. Academic results

2. Student soft skills development

3.Placement support

4. Faculty development programs 5. Research and development 6. Interaction with industry Monitoring and mentoring of academic and administrative activities. Academic inspections are carried out periodically to assess the quality of academics. The inspections involve: 1. Review of healthy academic practices 2. Mechanisms to identify and reform academic practices 3. Review of departmental facilities 4. Facilitate implementation of innovative methods in the departments 5. Self-development of faculty members

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

After establishing the IQAC in the college, started working towards quality education and inculcating quality culture among the students and staff. The IQAC has also contributed towards institutionalizing the quality assurance strategies and developed various processes as follows:

1. Promote industrial involvement in academic practices by organizing industrial visits, workshops, and guest lecturers from industry experts, MOUs, etc.

2. Establishing Research and Development cell to promote Research and Development activities.

3. Conducting quality programs i.e., seminars, webinars, guest lectures, conferences, etc. 4. Establishment of various processes to take feedback surveys from various stakeholders. 5. To submit the Annual Quality Assurance Report (AQAR) annually to the NAAC. The IQAC improve the teaching learning process through standard academic practices, these academic practices include: 1. Preparation and adherence of Academic Calendar

2. Preparation of Nominal roll, Attendance Sheets
3. Course Delivery (Online / Offline class)
4. Preparation of Course file
5. Conduct of Seminar
6. Attendance Monitoring of students
7. Preparing Detained List
8. Syllabus coverage
9. Setting up the question paper
10. Conduct of internal examinations
11. Evaluation of answer scripts
12. Slow and advanced learners
13. Industrial Visits & Guest Lectures.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.khapnecollege.com/pdf/Annual_Report_of_the_Institution.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Response:

Gender equity and women empowerment is an integral part of each activity of the institution. The institution has formed Women Development Cell which conducts various activities which promotes gender equity to all students.

(a) Facilities for women in the campus:

- Strict implementation of anti-ragging.
- CCTV surveillance.
- Common Rooms.
- Provision of complaint box.
- Sanitary Napkins Vending Machine.
- Female teacher/s accompany during out-station activities.

(b) Counseling

- Grievance Redressal Cell for students.
- Internal Complaint Committee for students.
- Mentor-mentee programme to solve difficulties of both male and female students.
- Counseling and Placement Cell for career counseling and guidance to students.
- Women development cell to discuss and solve various issues of female students.

(c) Major Initiatives:

- Celebration of Birth Anniversary of Krantijyoti Savitribai Phule and International Women's Day by organizing motivational sessions for girl students to pursue higher education.
- Self-defense workshop.
- Organization of Haldi-Kumkum program to create awareness among women.
- Essay writing competition on the topics of women empowerment.
- HB testing camp as a yearly practice.
- Celebration of Women's Day.
- Lecture on "Women's Empowerment".

File Description	Documents
Annual gender sensitization action plan	https://www.khapnecollege.com/pdf/gender_equality_Action_plan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

D. Any 1 of the above

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

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

Nil

File Description	Documents	RA
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded	
Geo tagged photographs of the facilities	Nil	
Any other relevant information	No File Uploaded	
7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus		D. Any 1 of the above
File Description	Documents	
Geo tagged photographs / videos of the facilities	View File	
Any other relevant information	No File Uploaded	
7.1.5 - Green campus initiatives include		
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 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 		D. Any 1 of the above
File Description	Documents	
Geo tagged photos / videos of the facilities	View File	
Any other relevant documents	No File Uploaded	
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution		
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit		B. Any 3 of the above

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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

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

D. Any 1 of the above

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

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

The various activities conducted by the institution and initiatives taken by various departments and committees of the

institution creates an inclusive environment for every stakeholder of the institution.

The institution has cultural department, which celebrates various birth and death anniversaries of great personalities by organizing various activities, competitions for students and faculties. It creates positive interaction among people of all different races and cultural background.

N.S.S. department of the institution conducts various social awareness programmes, camps, group activities throughout the year. Such activities develop unity among students irrespective of their sex, caste and socioeconomic background.

Group performances in cultural programmes and group activities of. Departments like N.S.S. creates friendliness among all students irrespective of their background.

The grievance redressal cell of the institution deals with grievances without considering anyone's racial or cultural background.

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

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

The institution gives equal importance to values, rights, duties and responsibilities of citizen along with strong academic foundation of the students. The ultimate aim of the institution is to develop good citizen of india.

The institute celebrates Independence Day, Republic Day of India, birth and death anniversaries of freedom fighters and constitution day by organizing events and competitions like wall paper competitions, lectures on the life stories of freedom fighter etc.

All committees and departments of the institution works on the principal of equality and democracy. Students' council also forms by conducting election and by following rules of democracy.The

N.S.S. department conducts Blood donation camps every year.

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

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

E. None of the above

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

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

The institution celebrates various national and international commemorative days by organizing competitions for students, speeches of good speakers for faculties and students etc. The institution gives values through such activities and which results in getting value-based education to students.

The institution celebrates Independence Day, Republic Day, Maharashtra Day, International Yoga Day etc and birth and death anniversaries of national and international personalities. Each year the institution organizes various activities and motivates students to participate in it.

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

7.2 - Best Practices

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

Two best practices successfully implemented by the Institution as per NAAC format.

Best Practice 1

Title of the Practice: Door to Door Visit

Best Practice- II

1. Title: Women Empowerment

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

7.3 - Institutional Distinctiveness

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

Institutional Distinctiveness: Shri Mahohar Hari Khapane College of Arts and Commerce, Pachal is situated on the outskirts of the village Pachal in the very backward, remote and hilly area of the Ratnagiri district. Sahyadri Parisar Shikshan Prasarak Mandal was established on 01/02/1994 to provide higher education to the students of the region. There were 17 high schools and 7 junior colleges. Students of the poor and weaker sections of the society were remaining away from the college education. These students find it very difficult to go to district for higher education.

To provide higher education to the students the Institution started Shri Manohar Hari Khapane College of Arts and Commerce, Pachal (previously known as Sahyadri College of Arts and Commerce, Pachal). The main objective of the college is to impart degree education to its students. Though the college was on grant-in-aid basis (Arts faculty) the problem of buildings and other infrastructure was not so easy. In developing the infrastructure, especially the required land of 15.5 acres, Shri Manohar Hari Khapane contributed a lion's share.

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

7.3.2 - Plan of action for the next academic year

- To organize Workshops, Seminars and Conferences, Webinars.
- To organise University level sport competition.
- To organise University level cultural competition.
- To develop the infrastructure.
- MOU with various industry.
- Interaction with various bodies.
- To enhance the research activity.