YEARLY STATUS REPORT - 2022-2023

Part A
Data of the Institution

1.Name of the Institution	DAPOLI EDUCATION SOCIETY'S DAPOLI URBAN BANK SENIOR SCIENCE COLLEGE, DAPOLI
• Name of the Head of the institution	Sandesh Pandurang Jagdale
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02358283256
• Mobile no	9422444134
• Registered e-mail	dubssc@gmail.com
• Alternate e-mail	spjagdale@gmail.com
• Address	Uday Nagar Road, Jalgoan, PostTal- Dapoli Dist-Ratnagiri
• City/Town	Dapoli
• State/UT	Maharashtra
• Pin Code	415712
2.Institutional status	
• Affiliated /Constituent	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	**Raghunath Laxman Ghalme**	
• Phone No.	**9421143701**	
• Alternate phone No.	**02358283256**	
• Mobile	**9421143701**	
• IQAC e-mail address	**dubiqac@gmail.com**	
• Alternate Email address	**dubssc@gmail.com**	

3.Website address (Web link of the AQAR (Previous Academic Year)	https://dubsscdapoli.in/wp-content/uploads/2023/10/AQAR-2021-22.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://dubsscdapoli.in/wp-content/uploads/2023/12/Academic-calender-2022-23_organized.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**73**	**2004**	**16/09/2004**	**15/09/2009**
Cycle 2	**B**	**2.71**	**2012**	**21/04/2012**	**20/04/2017**
Cycle 3	**B++**	**3.00**	**2019**	**28/03/2019**	**27/03/2024**

6.Date of Establishment of IQAC	**01/11/2004**

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

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

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

NAAC guidelines		
• Upload latest notification of formation of IQAC	[View File](#)	
9.No. of IQAC meetings held during the year	**2**	
• 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?	**Yes**	
• If yes, mention the amount	**30000**	

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

Organized one day workshop on "National Educational Policy 2020" dated 1st March 2023.

Organized State level Seminar on Qualitative and Quantitative Metrics of RAAF of NAAC dated 24th February 23, funded by NAAC.

Organized workshop for students on "Generation of ABC id" for NEP2020 dated 10th November 2022.

Organized International Seminar on "Emerging Trends in Chemical Sciences" dated 17 February 2023.

Organized seminar on "Scientific Research Writing" dated 03 December 2022.

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

17-03-2024 04:33:35

Plan of Action	Achievements/Outcomes
Organization of DES Inspire Camp	Organized DES Inspire Camp from 1 February 2023 to 5 February 2023. 136 students of 11th standard from 3 different colleges participated actively.
Motivate students to increase participation in Research	Students are motivated by Research Platform namely
To start PG Courses in Microbiology, Commerce and Bachelor of Management Studies.	Started PG Courses in Microbiology, Commerce and Bachelor of Management Studies.
To conduct E-waste collection drive.	E-waste collection drive was conducted on 10th August 2022. Collected e-waste hand overed to Compuserve System for disposal.
Organization of workshops / Seminars/ Conferences on different subjects.	? Webinar on 'Cost accounting' on 28/06/2022 ? Seminar on Income Tax returns on 12/07/2022 ? Fire safety training workshop for teaching and non-teaching faculty 06/08/2022 ? Seminar on 'Healthy eating and Diet on 17/08/2022 ? Seminar on share market on 20/08/2022 ? Seminar on' green solvent' on 19/09/2022 ? Workshop on 'LMS' on 27/09/2022 ? Webinar on 'Success Mantra- Intelligence and skills' on 30/09/2022 ? Workshop on 'Mission Sahasi' on 5/12/2022 ? Seminar on 'Basics of German language' on 19/11/2022 ? Webinar on various scholarship on 05/12/2022 ? Seminar on 'Career Opportunities in Airlines field' on 22/12/2022 ? International Seminar on 'Emerging trends on Chemical Science' on 17/02/2023 ? Seminar on research work on 23/02/2023 ? State level Seminar on 'qualitative and quantitative

	metrics of RAAF and NAAC' on 24/02/2023 funded by NAAC ? Workshop on self-defense on 01/03/2023 ? Seminar on Research Paper Presentation on 06/03/2023 ? Seminar on International Women's Day on 8/03/2023 ? One day International Conference on frontier in Biological Sciences on 11/03/2023 ? One Day Workshop on "National Education Policy 2020" on 21 March 2023 ? Seminar on Chemical safety and ethnic handling of chemicals on 01/04/2023
Motivate students to increase participation in Sports and Cultural activities	Students are motivated to take part in Sports and Cultural activities by related department as well as by mentor teachers and also necessary guidance is provided by external experts. More than 1100 entries were reported for different events of Sports and Cultural organized by College and University.
To organize inter collegiate Sports competitions	College organized Zonal Inter Collegiate Kho-Kho tournament on 7 and 8 October 2022 and Zonal Inter Collegiate Volley-ball (Women) tournament on 12 and 13 October 2023

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

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	20/07/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
Link of AISHE not open yet	Nil

15.Multidisciplinary / interdisciplinary

In order to develop the all-round capacities of the students – intellectual, aesthetic, social, physical, emotional and moral in an integrated manner, the college is preparing to include multidisciplinary subjects as per the National Educational Policy 2020. Keeping in view the problems faced by the students, the college is planning to set up short term and vocational courses. The aim is to make the students equipped, so that they don't need to rely on Government jobs but instead pave a way towards self-employment. As the College is preparing itself to have more of multi-disciplinary subjects it tries to identify the programme learning outcomes along with courses and unit learning outcomes that define the specific knowledge, skills, attitudes and values that are to be acquired by the learner and would ensure that each programme achieves its goal.

16.Academic bank of credits (ABC):

Regarding the implementation of Academic Bank of Credits, all students of the institute now have ABC Id No. The pedagogical approach of the institution is student's centric where the faculties' pedagogical approaches are constructivist, inquiry-based, reflective, collaborative and integrative. Summative and Formative assessments and assignments are used to evaluate the Students learning outcome.

17.Skill development:

The vision of the college is promoting Value-Based Quality Education; hence the college takes efforts to inculcate positivity among the learners. The college also celebrates National festivals like Independence Day and Republic Day. Observing various programmes like World Aids Day, Environment Day, observing the Death and Birth Anniversary of our National leaders which help in imbibing the good qualities of the students. Mentoring students is also one of the practices of the institution, to enable students to explore future employment pathways after graduation, and help them get the most of their studies.

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

As college have only science and commerce stream all subjects are

taught by teachers by using bilingual or even trilingual mode mainly Marathi, Hindi and English. Preservation and promoting of languages are one of the targets of the College in future.

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

The College also tries to understand that a pursuit of knowledge is a life-long activity and to acquire positive attitude and other qualities which will lead students to a successful life. To interpret, analyse, evaluate and develop responsibility and effective citizenship is one of the programme outcomes of the students.

20.Distance education/online education:

The College is also preparing itself to offer vocational course through ODL (Open Distance Learning) mode in due course of time. Keeping in view the convenience of the student, the various technological tools used by the faculties especially during the pandemic lockdown are Google Classroom, Zoom, Google, using videos as teaching and learning aids, Group collaboration and interaction and assignment and revision as well as the assessments have been conducted are some of the institutional efforts towards blended learning.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**15**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**804**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2	**390**

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	**267**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	**41**
Number of full time teachers during the year	

File Description	Documents
Data Template	No File Uploaded

3.2	**47**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**19**
Total number of Classrooms and Seminar halls	

4.2	**69.004**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**75**
Total number of computers on campus for academic purposes	

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

The Board of Studies (BOS) of the affiliating university designs the syllabi. University uploads the revised syllabi on the University Website. Workshops on the revised syllabi were conducted by university.

Faculty of college updates the library contents from time to time in accordance with change in syllabus. College prepares an academic calendar and the time table. Syllabi are assigned to the concerned faculty prior to the commencement of the semester. Faculty prepares his/her month wise teaching plans according to prescribed syllabus. Every faculty maintains teacher's diary. Day-to-day functioning of each department is monitored by respective Heads of Departments. Vice Principal and the Principal monitor and review the overall functioning. The Heads of Departments ensure effective implementation of curriculum. After completion of each unit, the Head of the Department signs on Teaching Plan. The principal supervises it and if necessary, gives instructions for improvement.

For effective implementation of the curriculum, supportive curricular activities like seminars, guest lectures, project work, group discussion, home assignments, industrial tours, study tours etc. are conducted. The students of Life Sciences visit various places of botanical and zoological interest to understand flora, fauna and their application in agricultural industries. These activities help in effective operationalization of curriculum.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	https://dubsscdapoli.in/wp-content/uploads/2023/12/Academic-calender-2022-23_organized.pdf

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

Institute-level academic calendar is prepared by IQAC at the beginning of academic year parallel with the University's calendar. Later on, subsequently every department prepares its own academic plan. The academic calendar comprises Academic, co-curricular, extra-

curricular activitiesand CIE which includes unit tests, assignments and seminars.

The academic activities, CIE, and all activities are conducted in adherence to the calendar of events except unforeseen circumstance. Institute calendar of events includes details likelecture and practical schedule, examinations, events and activities. Total number of working days and holidays etc are planned as per the calendar ensuring complete adherence.

The calendar is uploaded on college website, displayed on notice boards and is communicated to students through notices. It is updated and revised with respect to any changes suggested by the university.

Every teacher conducts regular class tests consisting of Multiple Choice Questions on the related unit for practice and revision with the help of Google forms. Apart from regular examinations one lecture per week is reserved for unit test in time table ofeach department.

The Principal, through the academic committee meetings, frequently reviews the semester's progress and provides suitable suggestions.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://dubsscdapoli.in/wp-content/uploads/2023/12/Academic-calender-2022-23_organized.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 | A. All of the above |

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

1.2 - Academic Flexibility

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

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

15

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)

8

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

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

253

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

1.3 - Curriculum Enrichment

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

§ Environment and Sustainability-The college has started P.G. course in Environmental Science and also environmental Studies is an integral part of curriculum commerce and science students to create awareness on environmental issues and to build up moral and ethical values among the student's community.

§ NSS and Nature Club activities create environmental awareness among the students.

§ Human Values and Professional Ethics- Issues related to Human Rights are included in the syllabi of Foundation Course, Commerce etc. Behavior of the staff within the campus sets an example for moral and ethical values for students. Student's discipline in campus, support sustainable and ethical values, physical and mental healthiness and maturity in shouldering social responsibilities reflects the inculcation of moral and ethical values. The college conducts various programmes on Human Rights to provide awareness among the students like Swachha Bharat, Health Awareness Programmes etc. Commerce department offers certificate course inclusive of human values, profession ethics.

§ Gender-

To search problems and gender related issues college gender audit is done. Curriculum of Foundation course includes topics related to gender sensibility and gender equality. Programs of WDC, DLLE, NSS includes programmers and activities related to gender sensitization and gender equity.

File Description	Documents
Any additional information	View File
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

11

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

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

739

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

1.4 - Feedback System

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

Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://dubsscdapoli.in/wp-content/uploads/2023/12/website-upload-final.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://dubsscdapoli.in/wp-content/uploads/2023/12/website-upload-final.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 students admitted during the year

352

File Description	Documents
Any additional information	No File Uploaded
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

140

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

2.2 - Catering to Student Diversity

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

Slow and advanced learners are identified through:

- Performance in previous qualifying examination
- Personal interaction of teacher guardian with the students
- The performance in CIE, unit tests, oral questions at the time of lectures and practical.
- Personal interaction by the faculty

Strategies adopted for slow learners:

- Special attention has given to these students by teachers.
- Organized of bridge course to fill the knowledge gap between last class and present class.
- Remedial coaching was conducted at the end of syllabus.
- Innovative videos of practical demonstration have been presented.
- Question bank and previous examination question paper sets are provided.

Strategies adopted for advanced learners:

- Additional intellectual inputs by the concerned teachers.
- The additional study materials related to particular subject is provided by teachers
- Additional library books are provided by library.
- To improve the performance in the Examination special attention is given.

Question bank and question paper sets of previous Examination are provided.

File Description	Documents
Paste link for additional information	https://dubsscdapoli.in/academics/bridge-remedial-coaching/
Upload any additional information	View File

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

Number of Students	Number of Teachers
804	41

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

The learning process is made more student-centric through the following ways:

- **For making the learning method student centric, lectures are conducted by keeping in mind the levels of students. The seminars, assignments, tutorials, problem practice etc. are given to students for their improvement.**
- **Visit to various Industries, academic institutes, Universities and National research institutions helps students to know about recent trends and technologies in the subjects.**
- **Experiential learning through study tours, field visits, preparation of herbarium sheets, active involvement of students in botanical garden development and maintenance, industrial visits, training and projects.**
- **The organization of co-curricular, extra-curricular and extension activities are ensured, where the faculty members and the students interact informally, promote the collaborative learning.**
- **The students are encouraged to undertake a research project**
- **The college participates in the Avishkar Student Research convention - State level activity organized by office of Chancellor every year. This inculcates and enhances research understanding and presentation of its outcome.**
- **Through Teacher -student Forum, the students are encouraged to**

take the research projects, to increase the presentation skills, research attitude. It also enhances the understanding of the particular topic in the subject.

The institution is organizing 'INSPIRE' for adjoining junior colleges in which practical demonstration is carried out with the help of students.

File Description	Documents
Upload any additional information	No File Uploaded
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

ICT has been successfully overcome the pandemic situations by the way of online classes and make sure that students will not get any kind of disturbances in the study. Due to knowledge of ICT tools, teachers are well acquainted to the e-learning process and everyone has adapted to new mode of teaching learning process. The traditional methods of teaching, like lecture method and interactive method, are still popular, but the institution has adopted and encouraged the use of new and innovative methods such as:

Audio-visual methods- Since 19 classrooms and the seminar hall are ICT enabled. The teachers are prepared presentations, collected films and audio-video clips based on topics in the syllabus. All the teachers have used LCDs as effective teaching-learning tool during offline college working days and Google meet platform during online working days.

Online conduct of internal evaluation:-As a part of CIE online conduct of unit test is newly introduced practice from this academic year.

Webinar and E-workshop: - Teachers are encouraged to arrange and participate in online seminars and conferences.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View File](#)

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

41

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
Mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

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

41

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

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

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

8

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

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

2.4.3.1 - Total experience of full-time teachers

381

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.

The examination system is implemented as per the guidelines of the affiliating university. Complete transparency is maintained in university, college examinations as well as in internal evaluation. Our college is following a practice of continuous internal evaluation formal and informal manner.

Informal way of CIA: Students are evaluated continuously by asking questions during teaching sessions, practical sessions. Students are evaluated through informal interaction by teachers and guardians

Mechanism of Formal Internal Assessment:

- **In subject F.C. there is mandatory project based internal evaluation prescribed by the university.**
- **Topic of the project is communicated to students at the beginning of the semester.**
- **Project reports are collected either hard bound format or in pdf format and evaluated**

- In addition, for each subject there is unit test after completion of every unit of curriculum.
- The schedule of internal examination is prepared by individual department adhering to the academic calendar of college.
- It is communicated to students 5 days before the conduct of test.
- Immediately after submission of test, students can able to collect his or her marks obtained, correct answers of wrongly answered question.

The methodology adopted for internal evaluation in transparent time bound and robust

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

Two Level hierarchical structured mechanisms have been developed to redress the grievances related to internal examination. This is transparent, time- bound and efficient mechanism of grievance redressal.

Level 1:

For any grievance related to CIA student can approach to concern Head of Department of concern subject and communicate his or her grievance related to internal assessment. Head of Concern department tries to redress the grievance or forward the same with his remarks to Grievance Redressal Committee of the College.

If student is not satisfied with redressal of his grievances at this level can approach to Grievance Redressal Committee of the College.

Level 2:

The college has grievance redressal cell constituted as per sections 56 read with sub sections (2) b of Maharashtra Public Universities Act 2016. This cell resolves the grievances of students related to all kind of examinations, study and allied matters if any. Un-resolved grievances at level 1 are resolved at this level

We are proudly stating here that there are no any grievances related to CIA recorded at any level of redressal system during the year 2022-23.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Mechanism of communication:

Program outcomes, program specific outcomes and Course outcomes for some programs offered by the institution are prepared by Board of Studies of University. During the workshop on revised syllabus, the same are discussed by teachers and are given in the syllabus copy. The syllabus is published on website of University, which is accessible to all the students and teachers. The same is placed on college website for students, parents and teachers.

In case of some subjects offered by institution, Program outcomes, program specific outcomes and course outcomes are prepared by the concerned department and published on college website.

The Program outcomes of the programmes offered by institution are given in the college prospectus. In the beginning of every semester, course outcomes are discussed in the class.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The assessment tools and processes used for measuring the attainment of each of the Program Outcomes and Program Specific Outcomes are as mentioned below:

Method of assessment of POs / PSOs:

The program outcomes and Program Specific outcomes are assessed with the help of course outcomes of the relevant courses through direct and indirect methods. Direct methods include internal and external evaluations or observations of student's knowledge or skills against measurable course outcomes. Throughout the semester the faculty records the performance of each student on each course outcome. Average attainment in direct method = University Examination

Indirect assessment strategy is implemented by conducting Alumni Survey.

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

154

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	https://dubsscdapoli.in/wp-content/uploads/2023/12/upload-1.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://dubsscdapoli.in/wp-content/uploads/2023/12/Student-Satisfaction-Survey-DUBSSC-2022-23-Responses-Summary-of-Analysis.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

4

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

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

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

0

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institution has created an ecosystem for innovations, entrepreneurship, and knowledge creation through various research and innovative practices.

- Proper communication with different industry to understand functional challenges through applied research or student projects.
- Arranging Expert lectures by Industry Oriented personals for students.
- Seminar and workshops are organized by the college for the students to give them an idea to develop skill.
- Field and site visits of students.
- Research Committee of the college encourages staff and students to publish original research works in reputed research journals and present at national and international conferences.
- Students are encouraged towards learning and hands on approach by organizing various program in campus.
- Science association conduct science exhibition regularly in academic year.

College makes environment of scientific attitude among student through various environment related activities.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

6

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

15

File Description	Documents
URL to the research page on HEI website	https://dubsscdapoli.in/activities/research/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

12

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

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

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

20

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

3.4 - Extension Activities

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

The college organizes number of extension activities to promote institute-neighbourhood community to sensitize students towards community needs.

The college has N.S.S., DLLE, Women Development Cell, Nature Club, Disaster Management Group. NSS organizes a several activities were carried out by NSS volunteers addressing social issues which include, tree plantation, water conservation, construction of vanrai Bandhara, Road safety awareness, Environmental awareness, Women empowerment, National Integrity, Aids awareness, Blood donation camp, Health check-up camp, etc.

Various departments of the college are also conscious about responsibilities for guiding and promoting students into responsible citizens of the country by making students aware of social issues through various programmes like Personal Health and Hygiene, Diet awareness, No vehicle day, Voter's awareness, yoga day, Swacch Bharat, Drug awareness, Gender issues etc. Disaster management group raising awareness about potential hazards and how to address them. Educating the public about how to properly prepare for different types of disaster. All these mentioned activities have positive impact on the student and it develops student community relationship, leadership skill and self-confidence of students. It also helped in cultivating hidden personality of students and created awareness among students. It also includes social skills communication skills, management skills, leadership skills.

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

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

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

3

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](#)

3.4.3 - 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

3.4.3.1 - 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

14

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 during the year (Data Template)	[View File](#)

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

992

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

3

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

20

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution has adequate facilities for teaching and learning as per the minimum specified requirements by statutory bodies like classrooms, seminar hall, laboratories, computing equipment, instruments, apparatus and ICT facilities.

All the laboratories including IT facilities are well equipped, spacious and well designed.

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

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

The institution has adequate facilities for sports, games and cultural activities. As the college is in two shifts, play grounds, indoor sports facility is available from 7.30 am onwards; gymnasium is available from early morning for all stake holders. For cultural activities class rooms are made available according to requirement for practice after college academic schedule. AC seminar hall, Open theatre in college campus and Kokane auditorium of Dapoli education society are used for cultural as well as Yoga training activities of college.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://dubsscdapoli.in/facilities/gymkhana/

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

19

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

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

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

11.83

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

4.2 - Library as a Learning Resource

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

The library of Dapoli Urban Bank Senior Science College is partially automated with new software. A library management system by Biyani

Technologies Pvt. Ltd. is used in library. It is multiuser system, operational on LAN environment.

Acquisition and Accession

Book entries contain detail information of book as well as book publisher and book supplier. Information of students, their class and streams and their library card number entered. The information of teaching and non-teaching staff, their departments also entered. Accession Register, Barcode label, printing and updating data, report related various options can be viewed and printed.

Circulation

The books issue and return in the library on the basis of library card number is done. The reports of daily issue and returns of books can be viewed and printed. Monthly or yearly, stream wise or class wise issue/return report or count can be viewed or printed.

OPAC

The catalogues and searches of book can be done on the basis of various criteria like author, title, subject, publisher etc.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-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)

3.18

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

34

File Description	Documents
Any additional information	**No File Uploaded**
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

Wi-Fi and Internet Updation

AY –2012 to AY 2019

Internet has consistently upgraded its IT facilities during NAAC 3rd Cycle. During NAAC 3rd cycle institution campus became Wi-fi enabled. Students and teachers were given unlimited free access. Dedicated computer units were kept foe students in library.

Academic Year 2019-20

Institution has purchased more number of Wi-Fi routers and installed at various location which enables smooth and fast browsing. Also Institution has purchased more computer units and installed as per needs.

Academic Year 2020-23

Institution has purchased 1 more high speed broad band internet with speed 300 Mbps from Private provider (Hathway). Also Institution has received seven computer units and one projector from philanthropic organisations which were installed as per needs. In 2023 institution discontinued 10Mbps private broadband connection and purchased additional 200Mbps broadband connection from private provider Jeebr.

Currently institution has 2 internet connections

1. 200 Mbps Broadband connection dedicated to administrative office.

2. 300Mbps connection for institution distributed via LAN and Wi-Fi routers.

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

4.3.2 - Number of Computers

75

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	[View File](#)

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

File Description	Documents
Upload any additional Information	**No File Uploaded**
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)

28.57

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

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

Following procedures have been adopted by institution for maintenance and utilization of college campus.

1. Library-Librarian is the responsible person for the all activities in the library like purchase, book lending, stock keeping and maintenance of library infrastructure.

2. Sports Gymnasium Facilities: Head of Sports Committee is the responsible person for utilization and the maintenance of all infrastructure equipment.

3. Computers and ICT Facilities: Head of Computer Science Department is the responsible person for all electronic equipment's and networking in the college campus. 4. Cultural DLLE/NSS Activities-Head of the cultural/DLLE/NSS activity is responsible person for utilization and maintenance of all properties.

5. Classroom, Seminar Hall, Meeting Room: Common Infrastructural Units like class rooms, seminar hall and meeting room etc. are in a possession of college office.

6. Laboratories and staff room Laboratory Assistant is responsible person for maintenance and utilization of laboratory equipments, apparatus and infrastructure.

7. Canteen facility infrastructure is kept in a possession of canteen contractor.

8. Girls Hostel Girl's hostel infrastructure is in a possession of rector, Hostel warden and hostel superintendent.

9. Two peons are appointed to take care various gardens and plants in college campus.

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

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

188

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	[View File](#)
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 benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

68

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

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

A. All of the above

File Description	Documents
Link to Institutional website	https://dubsscdapoli.in/capacity-initiatives-2022-23/
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

1079

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

1079

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent

A. All of the above

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

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	View File

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

16

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

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

34

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

3

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

28

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
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)

- **Institution is having an active student council.**
- **Every year students are informed through a notice regarding the formation of Students' Council under Section 40(2) (b) of the Maharashtra Universities Act, 1994. The notification is issued with the signature of the Principal declaring the names of the students nominated on Students' Council at College Level.**
- **In the meeting, chaired by institutional head, the "secretary" is elected under section 40 (3) at college level and is then nominated on University Students' Council.**
- **The activities include-**
- **Student council members are involved in the preparation of the college academic calendar, Time table, departmental timetable, Planning and implementation of various NSS regular activities and special residential camping programmes, Conduct of various activities of DLLE.**
- **Planning for discipline in college premises and in girl's hostel.**

Organization of programmes of WDC in the campus. Entire planning and management of annual youth festival and its execution in well-disciplined manner, Planning and organization of sport activities. Maintenance of the College Gymnasium. Maintenance of the disciplines in the college premises. Preparation and Celebration of days of national importance as well as death and birth anniversaries of national leaders.

File Description	Documents
Paste link for additional information	https://dubsscdapoli.in/wp-content/uploads/2023/12/Committee-List.pdf
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

1130

File Description	Documents
Report of the event	[View File](#)
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

The Dapoli Urban Bank Senior Science College, "Mazi Vidyarthi Sangh" is the official name of the alumni association that is registered with the college. The registration number is 0000001/2019 Ratnagiri. It is a fifteen-member administrative committee.

It is registered with the following goals:

• To bring together all former students from Dapoli Urban Bank Senior Science College

• To give the organization financial support so it can hold social, sports, and cultural events.

- **To plan welfare initiatives for the institution's current students.**

- **To arrange and plan an alumni get-together.**

- **To offer support for the government-organized programmes. Alumni make substantial non-financial and financial contributions to the institution's growth. A few of the former students are involved in the college's IQAC and CDC, contributing their valuable contributions to the institution's overall development. The Alumni Association has a joint bank account with the Bank of Maharashtra at the Dapoli Branch to provide financial assistance for the institution's development. The account number (IFSC code: MAHB0001618) for the bank is 60295325672. The signatures of two people operate this.**

Alumni made a Rs. 21900 contribution to the institution's development in the 2022-2023 academic years

File Description	Documents
Paste link for additional information	https://dubsscdapoli.in/wp-content/uploads/2023/12/Annual-Report-of-Alumani-committee-22-23.pdf
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision: -

- **To provide quality higher education, the prime element of regional and nationaldevelopment and to embed moral & ethical virtues in order to develop the students to provethemselves**

globally.

Mission Statements: -

1. To equip and empower students with relevant knowledge, competence and creativity to face globalchallenges.
2. To endow the students through participation in curricular, co-curricular, extracurricular andextension activities.
3. To inculcate values based on real life education.

The College is located in educationally backwardrural area and is moving ahead with mission statements that are in line with intellectual potential and educational needs of this region. Visionary leadership catering the diverse needs of the students with perspective plans.

The Curricular and Extra Curricular Committees have been established in the College for smooth functioning, planning and execution. The various Academic and Administrative policies and reforms planned are executed as per the vision and mission statements.

The disseminative and participative governance of college from top managing level to bottom executive level have created work culture in the institute. All decision-making bodies such as CDC, IQAC etc. have teacher representatives; the governing council of management is represented by principal as an academic person.

File Description	Documents
Paste link for additional information	https://dubsscdapoli.in/college/about-college/
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.

An Institute practices decentralization and there is participative style of Management seeking active participation of all the stake holders in the planning and execution of it. The College has a well-planned, hierarchic organizational structure, with the functions and powers of functionaries clearly spelt out and accepted. Almost all the activities are carried out by Administrative and Academic Committees formed among the faculty members wherein other stakeholders like students, parents and alumni are also involved.

Decentralization ensures wider deliberations on the issues and maximizes acceptance. The participative decision-making ensures total participation of all concerned.

The hierarchical structure of Disseminative but Participative Governance in the institute is given in organogram.

File Description	Documents
Paste link for additional information	https://dubsscdapoli.in/wp-content/uploads/2018/10/organogram.jpg
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Perspective plan for five years is initially prepared after considering the suggestions and aspirations of all the stakeholders about the Academics, Infrastructure, Research, Co and Extra-Curricular Activities, Extension Activities, welfare scheme and Collaborations. This draft initially discussed in IQAC and in C.D.C. for suggestions. The final approval of draft, recommended along with assignment of executing person or committee to the Governing Body. All kind of support is extended by parent body - Dapoli Education Society. Action on Perspective plan and its proper execution is discussed in each of the meetings of IQAC and CDC.

Activity: Beach Cleaning Activity:

Recently, the Ministry of Earth Sciences has launched a "Swachh Sagar-Surakshit Sagar" Campaign to clean beaches across the country. This activity aims toincrease public awareness about Costal clean up.

Dapoliis coastalhill station, surrounded with beautiful beaches. Withpristine beaches and historical temples, tourists from throughout Maharashtra visit Dapoli regularly. This results in accumulation of large amount of garbage along beaches that consequently destroy coastal biodiversity.

College NSS Unit has taken an initiative to create the awareness about beach cleanliness and conducted cleanliness drive on

17/07/2022. Every Year this activity is organized in collaboration with Grampanchayat Authorities.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://dubsscdapoli.in/wp-content/uploads/2023/12/upload.pdf
Upload any additional information	View File

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

Hierarchy of Management:

Governing Body of Dapoli Education Society:

The Governing Body of Dapoli Education Society controls finance and approves the schemes of developments in the college.

College Development Committee (CDC):

The CDC is the policy making and executive body which monitors the entire academic and administrative functioning of the college.

Second Level Management:

IQAC:

IQAC includes representation of all the stakeholders. The perspective plan, quality policies about academics, co and extracurricular activities and research have been finalized in IQAC and are translated to lower management level.

Principal:

The Principal is the regulating and controlling authority of an institution. The administrative and operating decisions are taken by the Principal.

Vice Principal:

The Vice Principal monitor all the academic and administrative

responsibilities.

Third Level Management:

Heads of Departments:

The HODs occupy an important position in general governance and execution of academic administration.

Criterion Coordinators:

The Criterion coordinator make possible to develop the policy and its deployment through various sub committees of co and extracurricular activities.

Co-Curricular and Extra-Curricular Activity Committees:

These committees design and carry out various activities in accordance with the policy of criterion committee and with goals of the institution.

File Description	Documents
Paste link for additional information	https://dubsscdapoli.in/iqac/
Link to Organogram of the institution webpage	https://dubsscdapoli.in/college/administration/
Upload any additional information	**No File Uploaded**

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

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	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

Teaching staff:

- **A 'Credit co-operative society for teaching staff is operative in the A. G. High School to assist the college employees to get financial support in case of emergencies or as and when needed.**
- **Free sports and multigym facilities for all teaching staff.**
- **Periodic organization of Recreation programs for teaching staff and their families.**
- **Insurance support for unaided staff by the college.**
- **Emergency interest free funds for contrctual staff**
- **Two months maternity leave with full pay for contractual teaching staff.**

Non-Teaching Staff:

- **Easy membership to 'Credit co-operative society operative in the A. G. High School to get financial support in case of emergencies or as and when needed.**
- **Provision of advances from management in case of medical emergency.**
- **Periodic organization of Recreation programs for non-teaching staff and their families.**
- **Free sports and multigym facilities for all teaching staff.**
- **Emergency fund without interest for contractual non-teaching staff.**

Two months maternity leave with full pay for contractual non-teaching staff.

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

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

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

16

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

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

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

4

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	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

15

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	**No File Uploaded**
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

Every year, College has made mandatory practise of Performance Appraisal System for all staff including, Principal.

Appraisal System for Teachers and Librarian:

Every teacher fills up Academic Performance Indicators (API) form of his / her self-evaluation and claims the API points for their teaching process, responsibilities shouldered in academics and administrative work during the year. Students evaluate teacher's teaching abilities and performance by filling up individual Feedback forms of questionnaire for each teacher. Librarian is also evaluated by students for the services extended by the Librarian in respect to library facilities and Activities.

Appraisal System for Non -Teaching Staff:

Feed-back form of individual Laboratory Assistant and Attendant are filled by students and submitted to IQAC.

Appraisal form of every office employee is filled by in charge of administrative office and submitted to IQAC.

Appraisal of Principal:

The Principal is evaluated with his administrative abilities and performance by the students by filling up individual 'Feedback' form for principal.

IQAC verifies the self-claim API and all feedback forms and gives suggestions to concern staff member.

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

6.4 - Financial Management and Resource Mobilization

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

Internal and external audit of the institution is carried out every year. Mr. Sunil Vaidya and Associates, a Chartered accountant firm is appointed for internal auditing. Assessment of grant component is carried out by Joint Director, higher education Konkan region, Panvel.

Internal audit is carried out yearly. At the end of every financial year, balance sheet, income expenditure statement, assets and liabilities statements are prepared and are audited by Auditors.

Utmost care is taken during finance mobilisation and its utilisation so that, no any audit point should be raised; although if some objection is found by auditor it is corrected with the help of internal auditor as per his advice.

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)

22.45

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

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

Institute and Dapoli Education Society jointly carry out efforts to mobilize the resources for effective functioning of an institute progressively in sustained manner. As per the perspective plan, budget for each activity is finalized and for the same resources are identified and mobilized. Resources required are of two types one is permanent and continuous; second one is incidental for specific reason. An Institute appeal to alumni to donate generously. As a result, funds are generated positively at management office.

List of Resources

- Grant in aid
- Fee from self-finance courses
- Fee from grant in aid courses
- Donations from Philanthropers
- Financial assistance from alumni
- Funds from parent organization Dapoli Education Society.

Optimum Utilization of Financial Resources:

Received funds from Philanthropers are utilized for the purpose for which it is received. Use of fees and grants received are meticulous and their purpose is specific. Each and every receipt is audited against purpose of receipt. If any additional funds are required, they are provided by Dapoli Education Society to compensate deficiency.

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

6.5 - Internal Quality Assurance System

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

```
   1.  Effective use of teacher's Daily Diary:

IQAC made practice of maintaining daily by teachers more
comprehensive. New Diary is complete document of teacher's
performance of the year. It has become authentic document for PBAS
of teachers and its scrutiny for API calculation. It spells all
assigned academic and other responsibilities besides, record of
lecture and practical conducted by the teacher. Details mentioned by
teacher confirmed regularly by H.O.D. and monthly by the Principal.

Outcome:

This practice is happily accepted by every teacher and maintains the
diary daily and appreciated by university committee members during
CAS interview of teachers of our college.

   1.  Continuation of External Academic Audit:

To develop Quality environment in the college functioning it is
necessary to check-up the outcome of the developed quality practices
and further modification in the same. In this context IQAC decided
to have a periodic assessment of college functioning in terms of its
academic, research, co curricular as well as extra-curricular
activities, extension activities etc. by conducting academic audit
of the institute every year.
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File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations

and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Effectiveness and outcome of the teaching learning process is periodically reviewed in the college as per the methodology set by IQAC. IQAC has designed following two methods for reviewing the structure methodology of operation and learning outcomes-

1. Method to review Student's ability to learn, structure & methodologies of teaching learning process:

Marks secured in the semester examinations are the indicators of the student's ability of learning. Accordingly, slow and advanced learners are identified and remedial lectures and unit tests are arranged to cope up them with average students and advance learners are provided with more learning materials and informal extra coaching. Teaching structure and methodology of individual teacher reviewed through student's feedback form.

2. Method to review psychology and mental condition of student due to socio economic background, environment for learning at home.

The teacher guardian system has been established by IQAC. Each teacher is assigned a group of students and teacher plays a fatherly role and takes care of each individual problem arising due to different situations.

File Description	Documents
Paste link for additional information	https://dubsscdapoli.in/academics/mentor-mentee/
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://dubsscdapoli.in/wp-content/uploads/2023/12/IQAC-Annual-Report.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

- **Safety and Security: - Entire College and Hostel Campus are well-demarcated, closed with boundary fencing, well protected and monitored by security guards and CCTV cameras at strategic locations. Internal corridors are well-lit. Helpline numbers for reporting sexual harassment are displayed on notice boards. Girls hostel with full-time Warden. Contact details of Anti-Ragging Committee are displayed at appropriate locations.**
- **Separate space is provided for girls in the central library and the college canteen to avoid inconvenience.**
- **Certificate course on Gender Equality offered to the students.**
- **Counseling: - Expert Lectures and workshops on Gender sensitization, and Self-defense training programs are regularly conducted. Each student receives personal attention and advice on gender issues through women development cell.**
- **Girl's Common Room equipped with sitting arrangement, vending machine, changing room facilities and washrooms.**
- **The girl students are nominated as members of various committees. The institute encourages their participation in co and extra-curricular activities.**

International Women's Day (8th March) & International Day of the Girl Child (11th October) are celebrated. Gender Sensitization and Internal Complaints /Prevention of Sexual Harassment Committees are active.

File Description	Documents
Annual gender sensitization action plan	https://dubsscdapoli.in/wp-content/uploads/2023/12/gender-sensitization-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	https://dubsscdapoli.in/wp-content/uploads/2023/12/photo.pdf

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	**A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

• College has designed methods for the management of waste generated in the campus using the basic waste management strategy of 2R's: Reduce, Reuse. The biodegradable and non-biodegradable waste is generated of the type liquid and solid waste.

• Solid waste Management

• Solid waste can be categorized into three types: biodegradable, non-biodegradable and hazardous waste. The wastes are segregated at the base level by keeping three different bins for wet dry and e-waste.

• A vermicomposting unit in the campus is well functioned, compost generated is utilized as biofertilizer.

• Liquid waste Management

- **Liquid waste generated falls in following categories.**

1. General liquid effluents

2. Effluents from laboratories

- **General liquid effluents treated and used for gardening. Effluents from laboratories is collected together and properly treated.**

- **E-waste Management**

- **E-waste is collected and disposed by approved agencies.**

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

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

A. Any 4 or all 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:

A. Any 4 or All of the above

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	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 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**A. Any 4 or all 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	View File
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).

Along with curriculum, additional skills are developed through workshops, seminars, lectures, projects etc. to make the students responsible person though they are from different backgrounds.

During national festivals and other events of the college, eminent personalities are invited to emphasize the importance of tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities.

Institute has taken initiatives to create awareness among the society through NSS and DLLE activities to inculcate the socioeconomic diversities and progress them towards leading to a tolerant and harmonious living. Cultural committee organizes various competitions to educate the students and makes them aware of their social responsibilities.

Students are involved and encouraged to participate in various co-curricular and extracurricular activities to make them mingle with one another and share their opinions and disagreements in a harmonious manner.

Central Library has facility to issue books from Book Bank to students belonging to SC/ST communities. B.C. cell and O.B.C. cell conducts various activities for B.C. and O.B.C. students. College has Equal Opportunity Centre for all scholarship holder students for overall development.

Patriotic Initiatives: Republic and Independence Day are celebrated by students and staff. The National Anthem is sung at every day and at major function.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

- **Sensitization of students and employees of the Institution to the constitutional obligations is done through curriculum as well as through extra-curricular activities and organizing various events and programmes for moulding the students and staff to become responsible citizens of the country**
- **Sensitization of students to the Constitutional obligation is done through foundation course curriculum.**
- **Sensitization of employees is done through extracurricular activities like Constitutional oath, celebration of Constitutional day and organization of invited talks**
- **Code of conduct is prepared for students, staff and everyone should obey the conduct rules.**
- **Orientation programme is conducted for new entrants to spell about the duties and responsibilities.**
- **Ethical values, rights, duties and responsibilities of citizens are some of the topics that are enlisted in Elocution, Debates.**
- **Celebration of national voters' day.**
- **A course on Environment studies which gives them insight into environment acts, wildlife protection act, forest act, global environmental concerns etc.**

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://dubsscdapoli.in/wp-content/uploads/2023/12/final-upload.pdf
Any other relevant information	https://dubsscdapoli.in/wp-content/uploads/2023/12/photo-7.1.9.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts	**A. All of the above**

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

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

To maintain harmony and healthy work atmosphere and to make the learners aware of the national pride and rich culture heritage, the National/ International commemorative days are regularly being celebrated by the college. It is an integral part of learning and building a strong cultural belief in a student. The College makes efforts in celebrating the national and international days, events and festivals throughout the year. The list of national and international commemorative days, events and festivals is attached with it.

Celebrate children's Day as a tribute to India's First Prime Minister, Pandit Jawaharlal Nehru on November 14 every year. Women Development Committee organizes Women's Day on 8th March for the girl students and lady staff members in the college and conducts various events and competitions throughout the year.

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	View File

7.2 - Best Practices

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

Title:- 'Vidnyan Jagar' and 'Environmental Conservation'

Objectives

- Development of scientific temper and environmental consciousness among students and citizens. Organization of quiz, model, essay, poster competitions for school and college students.
- To arrange scientific lectures and create Pollution free and environmental friendly campus. To publish 'scientific information bulletin.

The Context

- College is situated in the educationally backward area. Schools in the vicinity have lack laboratory and library facilities. Hence provide them laboratory facilities and information in the field of science.
- Prevention is always better than cure-inculcating the practice of environment conservation.

The Practice

- Organization of DES-INSPIRE Camp for 11th standard students with main intention to expose them to the methods of science, research and innovation.
- College has published monthly E -info letter in e format .All issues are available on College Website.
- Solar panels, Rain water harvesting system, Compost pit, Paperless office etc. Protection, Propagation and conservation of endemic, threatened plants. E-waste, green audit, environment audit and energy audit

Evidence of Success:- Positive feedbacks, Cleanliness drive, Solar panel, Tanks and trenches, Conservation of species and Waste management.

Problems Encountered:- Collection of article, Human resource.

Resources Required:- IT facility, Social media, Financial and Logistic Support.

File Description	Documents
Best practices in the Institutional website	https://dubsscdapoli.in/best-practices/
Any other relevant information	**Nil**

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

Minority girls to main streaming of education

Minority (Muslim) percentage in Dapoli city and adjoining areas in tehsil is comparably high. But dropout rate of Muslim girl's students after 12th standard is remarkable in Dapoli. Parents of Muslim girls are reluctant to admit them in colleges for higher education. Hence, the college takes special efforts towards admission of girl students from the Muslim community.

Our college environment has inherent safety, unbiased working and academic atmosphere. This particular thing attracts minority girls and parent to our college. The percentage of Muslim girls out of total girls in the College in every year increases continuously. College Minority Cell gives special emphasis on these girls by conducting various activities like elocution, orientation etc. Though these girls are from rural background their performance in academics as well as in extracurricular and co-curricular activities are promising. The secret of this success is remedial teaching and mentoring which help them to get rid of academic stress related problems.

The college consistently addressing the needs of these girls by forming inclusive set of policies to bring them in the mainstream of learning that eventually results into making them comfortable and confident.

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

7.3.2 - Plan of action for the next academic year

ISO Certification

Landscape gardening/ campus beautification

Upgradation of IT infrastructure

Preparedness for NEP 2020

Complience of suggestions (if any)given by external auditors during Academic & Administrative,Green, Environment, Energy and Gender Audits

Preparation and uploading of AQAR and SSR