

DEPARTMENTAL INPUT

Date:-

File No 1 (Faculty File)

1. Details about Academic Programmes
2. Total No. of permanent faculty
3. No. of permanent faculty with Ph.D.
4. No. of Guest and Visiting faculty and Temporary faculty
5. Faculty participation in conferences and symposia

No. of Faculty	International level	National level	State level
Attended Seminars/			
Presented papers			
Resource Persons			

6. No. of faculty members involved in curriculum Restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop.
7. Contribution in Curriculum design
8. Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

9. Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff				
Technical Staff				

10. Development programmes for support staff

11. Details regarding major/minor projects

12. Details on research publications (with Impact Factor)

	International	National	Others
Peer Review Journals			
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

13. Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total				

14. No. of books published i) With ISBN No. Chapters in Edited Books

15. Revenue generated through consultancy

16. No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					
Sponsoring agencies					

17. No. of faculty served as experts, chairpersons or resource persons

18. No. of collaborations International National Any other

19. No. of linkages created during this year

20. Total budget for research for current year in lakhs:

21. No. of patents received this year

22. No. of patents received this year

Type of Patent		Number
National	Applied	<input type="text"/>
	Granted	<input type="text"/>
International	Applied	<input type="text"/>
	Granted	<input type="text"/>
Commercialized	Applied	<input type="text"/>
	Granted	<input type="text"/>

23. No. of research awards/ recognitions received by faculty and research fellows of the institute in the year:

Total	International	National	State	University	Dist	College

24. No. of faculty from the Institution who are Ph. D. Guides.
and students registered under them

25. No. of Ph.D. awarded by faculty from the Institution

26. Members / Fellow of any academic body

File No 2 (FeedBack)

Feedback from stakeholders* Alumni, Parents, Employers, Student

1. Number of teachers getting very good remarks form students
2. Number of teachers getting very good remarks form Principal
3. Does the College have Peer observations & Peer Review process?
4. If yes, are the suggestions effectively used to improve teacher's quality? Does the College have mechanism to ensure that teachers complete the entire syllabus allotted to them. Also is there a mechanism to check that F.Y. & S.Y. examination question papers cover the entire syllabus?
5. Activities and support from the Alumni Association
6. Activities and support from the Parent – Teacher Association

File No 3 (Syllabus File)

1. **Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects**
2. **Syllabus of all Classes**

File No 4 (Teaching Learning and Evaluation)

1. **Innovative processes adopted by the institution in Teaching and Learning:**
2. **Time Table**
3. **Review**
4. **Unit Plan** :Academic teaching plan Month wise (**details of Lectures allotted and Conducted**)*(for science faculty details of practical, planner and requirement)
5. Number of teaching days(excluding exam. days)
6. Number of teachers using
7. Lecture method

8. Lecture method with the support of LCD/OHP/Video/Interactive Boards/any other Innovative method.
9. Lecture with use of chalk & board method along with audio visual technology, brainstorming group discussion, question answers, problem solving etc.
10. Do the teachers adopt appropriate teaching strategies, as per need of subject & student group?
11. Does Department have any quality improvement program for Teaching- Learning? If yes, give list.
12. Are these strategies monitoring to study its effectiveness?
13. In case a certain teaching strategy is found ineffective, how long does it take to adopt a new strategy?
14. Number of teachers using ICT in
 - 1) IT enabled classrooms
 - 2) Online assessment
 - 3) Online assignments / submission
 - 4) Online feedback on teaching learning

1. Examination/ Evaluation Reforms initiated by the Department

2. Average percentage of attendance of students

3. Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division							Pass %	College Pass %	University Pass %
		Distinction									
		O	A	B	C	D	E	F (Fail)			
FY											
SY											
TY											
PG I											
PGII											

Mention Merit Rankers

15. Out of total number of major courses at the UG level University examinations
 - a. In how many courses, result was more than 90 % & first classes were more than 40%.

2. No. of students Participated in NSS events:

University level	State level	<input type="text"/>	<input type="text"/>
National level	International level	<input type="text"/>	<input type="text"/>

3. No. of students participated in NCC events:

University level	State level	<input type="text"/>	<input type="text"/>
National level	International level	<input type="text"/>	<input type="text"/>

4. No. of Awards won in NSS:

University level	State level	<input type="text"/>	<input type="text"/>
National level	International level	<input type="text"/>	<input type="text"/>

5. No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>		
NCC	<input type="text"/>	NSS	<input type="text"/>	Any other	<input type="text"/>

6. Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

7. Contribution of Department in enhancing awareness about Student Support Services

8. Efforts made by the Department for tracking the progression

9. Total Number of students

(a) No. of students outside the state

(b) No. of international students

No	%
	100

Women

Demand ratio: (No of applications /seats) Dropout

10. Details of student support mechanism for coaching for competitive examinations (If any)

11. No. of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPS etc. State PSC UPSC Others

12. Details of student counselling and career guidance

No. of students benefitted

13. Details of campus placement

<i>On campus</i>		<i>Off Campus</i>	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

14. Details of gender sensitization programmes

15. Students Activities

i. No. of students participated in Sports, Games and other events

State Level National level International level College Level

ii. No. of students participated in cultural events

State level National level University level College Level

iii. No. of medals /awards won by students in Sports, Games and other events

Sports: State level National level International level

Cultural: State level National level University level

iv. No. of students participated in Health Care Center

v. Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government		
Financial support from other sources		
Minority Scholarship-EBC		
Mumbai University		
Number of students who received International/ National recognitions		

vi. Student organised / initiatives

Fairs : Community level National level International level
Exhibition: College level National level International level

vii. No. of social initiatives undertaken by the students

viii. Major grievances of students (if any) redressed:

File No 6 Quality improvement strategies

Quality improvement strategies adopted by the Department for each of the following:

- Curriculum Development
- Teaching and Learning
- Examination and Evaluation
- Research and Development
- Human Resource Management
- Faculty and Staff recruitment
- Industry Interaction / Collaboration
- Admission of Students
- Welfare schemes for Teaching Staff Duty leave and registration fee to attend the
- Seminar/Conferences /Workshops
- Total corpus fund generated
- Whether annual financial audit has been done
- Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				
Administrative				

4. Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Amount spent on maintenance in lakhs :

- i) ICT
- ii) Campus Infrastructure and facilities
- iii) Equipments
- iv) Others

File 8 Innovations and Best Practices

Initiatives taken by the institution to make the campus eco-friendly

Innovations and Best Practices

Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

The plan of action in the year	Status

Give two Best Practices of the Department

Contribution to environmental awareness / protection

Whether environmental audit was conducted?

Any other relevant information the institution wishes to add. (For example SWOT Analysis)

Plans of Department for next year: