



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	CSIBER'S COLLEGE OF NON-CONVENTIONAL VOCATIONAL COURSES FOR WOMEN
Name of the head of the Institution	Dr. A. R. Kulkarni
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02312535405
Mobile no.	7588470146
Registered Email	cncvcw@siberindia.edu.in
Alternate Email	principalcncvcw@siberindia.edu.in
Address	CSIBER Campus, University Road
City/Town	Kolhapur
State/UT	Maharashtra
Pincode	416004

<b>2. Institutional Status</b>					
Affiliated / Constituent		Affiliated			
Type of Institution		Women			
Location		Semi-urban			
Financial Status		Self financed			
Name of the IQAC co-ordinator/Director		Mrs. Jyoti R. Hiremath			
Phone no/Alternate Phone no.		02312535405			
Mobile no.		9890031273			
Registered Email		principalcncvcw@gmail.com			
Alternate Email		jrhiremath@siberindia.edu.in			
<b>3. Website Address</b>					
Web-link of the AQAR: (Previous Academic Year)		<a href="http://www.cncvcw.edu.in/uploads/general/AQAR%202018-19.pdf">http://www.cncvcw.edu.in/uploads/general/AQAR%202018-19.pdf</a>			
<b>4. Whether Academic Calendar prepared during the year</b>		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		<a href="http://www.cncvcw.edu.in/uploads/general/Academic%20Calendar%202019-20%20(1).pdf">http://www.cncvcw.edu.in/uploads/general/Academic%20Calendar%202019-20%20(1).pdf</a>			
<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	A	85	2004	03-May-2004	02-May-2009
2	A	3.02	2010	28-Mar-2010	27-Mar-2015
3	B	2.79	2016	19-Feb-2016	18-Feb-2021
<b>6. Date of Establishment of IQAC</b>			02-Aug-2004		
<b>7. Internal Quality Assurance System</b>					

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Certificate course in Japanese	01-Aug-2019 90	45
Certificate course in German	01-Aug-2019 90	122
Certificate course in French	01-Aug-2019 90	109
Certificate course in Japanese Level II	01-Aug-2019 45	6
Add on Course in Aari work	30-Sep-2019 45	88
Add on Course in Obesity Management	12-Dec-2019 45	36
Add on Course in Bamboo Handicraft	04-Feb-2020 45	20
Add on course in D max	01-Feb-2020 30	89
Entrepreneurship Development	07-Feb-2020 30	103
National Level Conference on Discovering Healthy foods through Food Processing & Nutrition.	06-Mar-2020 1	249
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2020 0	0
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No

<b>12. Significant contributions made by IQAC during the current year(maximum five bullets)</b>	
<p>1. Well designed academic plan depicting curricular, cocurricular and extra curricular activities at the beginning of the academic year and informing the students regarding the academic plans particular with respect to date of field visits, practical details, internal and external examination schedule. 2. Formulation of different functional committees as a part of decentralization by participative management system including teaching, nonteaching, students, parents and other stake holders. 3. Initiation of number of add on courses of 2 - 6 credits in functional areas to bridge the gap between the course content and expectation of the recruiters. 4. To strengthen the MoU with academic and professional bodies of national and international repute. 5. Organizing National level Seminars / Workshops / FDPs / Competitions for sharing and enhancement of knowledge and capacity building of the students. 6. Institution of Best Teacher award based on Students' feedback, Self Assessment and overall academic performance during the year. In order to motivate teachers this award was instituted retrospectively with effect from 2016 to 2020.</p>	

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<b>13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year</b>
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Plan of Action	Achivements/Outcomes
Introduction of add on courses with continuation of earlier one	Ten addon courses of two to six credit in functional areas to bridge the gap between the course content and expectations of the recruiters were initiated.
To organize National Seminars and FDPs / workshops	Two National level Seminars, one competition, one FDP and one workshop were organised for sharing and enhancement of knowledge and capacity building of the students.
Introduction to MOODLE from academic year	MOODLE was successfully introduced for the academic year
To have the academic collaboration and MoUs with institutes & NGOs	Two MoUs were respectively signed by Dept. of Food Technology and Dept. of Interior Design
Academic Audit be conducted at the end of academic year	Academic Audit was successfully conducted.
Semester wise feedback be taken from students, parents, alumni and employer of students.	Semester wise feedback was successfully taken from students, parents, alumni and employer of students

Social Outreach Programmes be strengthened	Various activities were conducted by the departments with respect to the Social Outreach Programmes.
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<b>14. Whether AQAR was placed before statutory body ?</b>	Yes
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Name of Statutory Body	Meeting Date
College Development Committee	27-Jul-2021

<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
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<b>16. Whether institutional data submitted to AISHE:</b>	Yes
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Year of Submission	2020
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Date of Submission	09-Jan-2020
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<b>17. Does the Institution have Management Information System ?</b>	Yes
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If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	<p>College has adopted College Admin Management Software for :</p> <ol style="list-style-type: none"> <li>1 . Student Admission Module : General Register with Students Image</li> <li>2. Fees Module : Fees Receipt/ Duplicate Receipt. Student wise /Course wise Collection/Pending Instantly SMS Alerts, Reminder Note/ Letter, Pending Alerts Facility, Student wise Fee Statement, Day Book Register</li> <li>3. Certificate Module : Bonafide with Students Image, Character Certificate, Leaving Certificate, Clearance Certificate, No objection certificate</li> <li>4. Payroll Module : Salary Register (Monthly/Yearly employee wise), Salary Certificate ,Bank Letter/Cheque Printing, Facility Pay slips, All type of Advance/ Deductions ,provision,</li> <li>5 . Biometric Time Attendance Device, LAN Based Portable Biometric Device, 1 Hour Battery Backup 1000 Fingerprint Enrollment 80,000 Transaction.</li> <li>6 . Library Software : LIBSYS 4 for Member entry barcoded library card printed and used ,Book entry - Book card, Barcode and Accession register, Book Issue and</li> </ol>
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return - transition report OPAC 7.  
Tally for all accounting purpose 8.  
Dissemination of information through college website. 9. Online feedback system students 10. Use of social media for communication. 11. LAN networking for office

## Part B

### **CRITERION I – CURRICULAR ASPECTS**

#### **1.1 – Curriculum Planning and Implementation**

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

Curriculum of programme is designed by Board of Studies (BOS) as the college is affiliated to Shivaji University, Kolhapur. At least one of our faculty members is invited to the respective BOS. The syllabus is revised once in three years as per the requirement. The IQAC of the college is responsible for the planning of Academic calendar and implementation is done by the departments. Academic Calendar basically includes planning of Curriculum which clearly indicates 30 weeks dedicated for teaching and learning process, 12 weeks for admission and examination, general holidays, winter and summer vacation, sports and cultural activities. In addition to this, for the better understanding of subject, Modular Object Oriented Dynamic Learning Environment (MOODLE) platform was used. For effective implementation of academic calendar, college had constituted various functional committees at college and department level where Coordinators are appointed for each committee. Every month, the HODs arranged departmental meetings for curriculum delivery, which included workload distribution of teachers, review of teaching process, feedback from students and parents. At the beginning of Academic year, review of previous year's results was taken. As a part of curriculum, each department carried out wall paper display, theme display, model making, market survey which helped students to gain more practical knowledge. Apart from this, college had also arranged guest lectures of experts, workshops, seminars, industry institute interactions for students which enhanced their technical skills and knowledge based on recent trends in market, related to their curriculum. As a part of curriculum, each department arranged study tour in respective fields. Thus, students were able to study practical applicability of their subjects. As a part of syllabus, Annual exhibition was held in which, Fashion Design students displayed garments which were according to the theme of merchandising activity, Food Technology students exhibited their food products, Interior Design students displayed their interior design models, Multimedia students displayed their creative animation work, Environment Science students displayed their Eco-friendly products and Commerce students displayed their online and offline marketing process model. This exhibition was held in the month of February and about 5000 people from various segments of the society visited and students got an opportunity to market their products on commercial basis. Extra-curricular activities such as Fresher's party, Eco-friendly Ganesh making, Traditional day etc. were also organised. As per the University guidelines, three Lead College workshops were organised in the college by Departments of Multimedia, Environment Science and Fashion Design. Faculty members along with students were deputed to different colleges to attend the Lead college workshops in related subjects. Students participated in various competitions outside college and won various awards. For extra skill development, six add-on courses were implemented along with four existing courses by all the departments. Examinations were conducted after completion of odd semester as per the

University guidelines. The II and IV semester examinations were cancelled due to the COVID pandemic and results of the same were declared based on student's previous semester performance. For final year online exams were conducted in the month of October/November 2020.

### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Certificate course in Japanese language Level I	NIL	01/08/2019	90	This certificate course focuses on increasing the employment o pportunities for students.	Enable students to learn one foreign language which helps them for skill development.
Certificate course in German language	NIL	01/08/2019	90	This certificate course focuses on increasing the employment o pportunities for students.	Enable students to learn one foreign language which helps them for skill development.
Certificate course in French language	NIL	01/08/2019	90	This certificate course focuses on increasing the employment o pportunities for students.	Enable students to learn one foreign language which helps them for skill development.
Certificate course in Japanese Language Level II	NIL	01/08/2019	45	This certificate course focuses on increasing the employment o pportunities for students.	Enable students to learn one foreign language which helps them for skill development.

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCom	Bank Management	17/07/2019

BCom	Business Management	17/07/2019
BSc	Environment Science	17/07/2019
<a href="#">View File</a>		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	Food Technology Management	18/06/2019
BA	Dress Making & Fashion Coordination	17/06/2019
BCom	Bank Management	28/08/2019
BSc	Environment Science	21/08/2019

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

	Certificate	Diploma Course
Number of Students	282	Nil

### 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Bamboo Handicraft	04/02/2020	20
3D MAX, Quantity Takeoff	01/02/2020	89
Aari Work	30/09/2019	88
Obesity and Weight Management	10/12/2019	36
Entrepreneurship Development	07/02/2020	103
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Food Technology & Management	58
BA	Dress Making & Fashion Coordination	50
BID	Interior Design	51
BA	Multimedia	19
PG Diploma	Nutrition & Dietetics	20
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### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
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Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>Feedback is taken from students, teachers, employers, alumni and parents. This feedback helps to know the efficiency of teaching and learning process, student's understanding of the subjects and the overall outcome of the programme. Suggestions from employers, teachers, parents, alumni and students are beneficial for further improvement in curriculum and co-curriculum aspects. Students suggested: • To provide pre-reading material (soft or hard copy). • Emphasized for more Add-on Courses. • To organize more field/industry visits. • To organize training programme or orientation lectures for preparing entrance examination for Master Degree Programme. • To start Post Graduation Programmes in Food Science, Fashion Designing and Interior Designing. Teachers suggested: • Choice Based Credit System to be implemented to all the programmes in a phased manner, subject to approval from Shivaji University, Kolhapur. • Development of E-Content for each course. • Strengthening ICT facility to each classroom. • Setting up of well-equipped Language Lab. • To organize in-house FDPs. Employer suggested: • To bridge gap between existing curriculum and expectations by the employer. This gap was bridged by introducing two to six credits courses in their functional areas, which will certainly enhance the employability of the students. • To organize more industrial/field visits. Alumni suggested: • To improve the placement activities of the college. • To conduct more workshops, guest lectures and software courses for extra skill development, as it has more demand in market and will increase the employability of the students. According to their suggestion, value added courses were initiated by the concerned department. • To start post graduate diploma in fashion designing and college agreed to consider their suggestion. • To increase the number of library books. New books were purchased through annual book exhibition and book suppliers as per their suggestions. Parents suggested: • To provide direct intimation to them about examination fees and extra fees of add on courses (if any) through sms and it was also agreed and implemented by the college. • To start a college bus for nearby out station students. This suggestion was not feasible hence it was not considered. • To give 15 minutes break after every two hours of lectures and it was agreed to give this break according to the convenience of department. • To take consent from parents regarding in-plant training and its location.</p>

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
PG Diploma	Nutrition & Dietetics	30	39	21
BCom	Bank Management	60	6	5
BSc	Environment Science	60	34	19

BA	Multimedia	60	6	6
BID	Interior Design	60	97	60
BA	Dress Making & Fashion Coordination	60	85	60
BSc	Food Technology & Management	60	124	60
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## 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	587	21	29	1	1

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
31	31	21	20	Nil	4

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

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

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

Mentoring of students is conducted by respective departments. Objectives:- 1. To enable constructive interaction, guidance and mentorship of students by the teachers. 2. To provide a reliable and comprehensive support system to motivate students to excel in both academic and non-academic fields 3. To help fresh students understand the challenges and opportunities present in the Institute and develop a smooth and healthy campus life. 4. To counsel academically weak students and to play an important role in helping them to cope up with academics, extra-curricular and personal problems. 5. To provide positive role models to first year undergraduate students in the institute 6. Ensuring regularity and punctuality of students through counseling sessions.

Mentoring Process: On the start of every academic year, the individual department organizes orientation programme for the students of first year and explain the mentoring system. In this process all necessary information such as contact number, email of students, category are collected by department. Departments also maintain records of attendance (teacher wise), class tests, seminars etc. to review the performance of students.

Departmental teachers interact with students through individual meetings and social networking sites. The department organize parents teachers meeting to identify the problems faced by students and any other related issues. Monthly attendance report is sent via sms to the parents. It helps to know the parents about regularity of their daughter with respect to attendance. Outcome of mentoring system:- 1. Improvement in teacher student relationship. 2. Participation of students in national, international, seminars, conferences and competitions. 3. Winning of prizes by students in various competitions. 4. Placement of students in different universities for higher studies. 5. Participation of students in NSS camp.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
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608

31

1:20

**2.4 – Teacher Profile and Quality****2.4.1 – Number of full time teachers appointed during the year**

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
25	25	Nil	31	1

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Ar. Amarr Mestry	Assistant Professor	Best Teacher Award under Avishkar Education Foundation, Kolhapur
<a href="#">View File</a>			

**2.5 – Evaluation Process and Reforms****2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year**

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
PG Diploma	Nutrition Dietetics	Year	02/11/2020	06/11/2020
<a href="#">View File</a>				

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

The Continuous Internal Evaluation for various programmes is done on the basis of: • Unit wise Class tests • Market Survey • Seminar • Internship training in industries / hospitals/ Show rooms / Malls / studios • Research Project / Dissertation • Class and Home Assignments • Theme based displays • Viva voce and Quiz. Each department has Class Coordinator for smooth conduction of Internal Tests. The results of each test are strictly declared within a week of the conclusion of the test. The students can see their respective answer sheets and discuss their queries with concerned staff. The term work evaluation is done by respective course teachers in the mid and at the end of semester. The students are notified about their performance evaluation which is displayed on notice board. Student can discuss any queries about their internal performance with the concerned teacher. The students are given another chance to improve their performance in internal exams for satisfactory output. After assessment, answer books are given back to the students in the class for their verification on the assessment done by the concerned teachers. Before submitting final marks to Shivaji University, signature of the students is taken as their consent and confirmation on their obtained internal marks. All the internal examination documents are maintained for a period of minimum three years. In addition the university has assigned the evaluation of exams at college level for Semester I and Semester II under Central Assessment Program (CAP).

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

The college is affiliated to Shivaji University, Kolhapur. Examinations are conducted at the end of each semester by university. Academic calendar is prepared by the college based on the date of commencement and end of term as declared by the Shivaji University. College informs the students about the university circulars related to the examinations from time to time through notice board, university website and also verbally by faculty members of the department. The students are also informed about the internal examinations well in advance by the department. The time-table of internal exams is displayed on the notice board 8 days prior to the examination. 1. Academic calendar is a very useful document to guide the teachers and students. 2. Academic calendar provide information about important dates of teaching, exam, co-curricular activities, extra-curricular activities, public holidays and vacations. 3. Academic calendar is made semester wise and is made available on college notice board. 4. Principal/ IQAC monitors, that academic calendar is effectively followed by all departments. 5. Academic calendar is prepared at college level by incorporating all the departmental activities. • Beginning of academic session, list of public holidays • Last working day of semester, • Mid-term exam schedule, Internal and external schedule • Annual Sports • Annual Gathering • End term theory, Practical Schedule • Preparatory leave / Remedial Classes • Vacation Schedule.

**2.6 – Student Performance and Learning Outcomes**

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

<https://www.cncvcw.edu.in/pages/outcome>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
290	BSc	Food Technology & Management	57	57	100
1027	BA	Dress Making & Fashion Coordination	50	50	100
779	BID	Interior Design	51	51	100
450	BA	Multimedia	19	19	100
629	PG Diploma	Nutrition & Dietetics	19	19	100

[View File](#)

**2.7 – Student Satisfaction Survey**

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

<https://www.cncvcw.edu.in/uploads/general/Student%20Satisfaction%20Survey%202019-20%20edited.pdf>

### CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Students Research Projects (Other than compulsory by the University)	180	Lead College Cluster Shivaji University, Kolhapur	0.1	0.1
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#### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Intellectual Property Rights (IPR)	IQAC, CNCVCW, Kolhapur	13/02/2020
Industry Institute Interaction (Functional Finishes of Garments)	Dept. of Fashion Design	19/10/2019
Industry Institute Interaction (Quality Control and Recent trends of Dairy and Bakery Industry))	Dept. of Food Technology and Management	07/01/2020
Industry Institute Interaction (Modular Furniture)	Dept. of Interior Design	01/01/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Avishkar 2019-20	Ms. Kamble Bhakti R.	Shivaji University	06/01/2020	District Level Avishkar Research Convention
Avishkar 2019-20	Ms. Gangwani Janvi Mahesh	Shivaji University	06/01/2020	District Level Avishkar Research Convention
<a href="#">View File</a>				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nil
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#### 3.3 – Research Publications and Awards

## 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	1	0

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

Name of the Department	Number of PhD's Awarded
NIL	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Environment	6	6.15
<a href="#">View File</a>			

## 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Principal	1
Dept. of Environment Science	1
Dept. of Commerce	1
Dept. of Fashion Design	1
Dept. of Food Technology	11
<a href="#">View File</a>	

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

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Studies on Macro-Invertebrate population and their Relationships with Environmental factors in Daroji Lake, Ballari,	Dr.A.R.Kulkarni ,Sreenivasa V and G.manohara	Journal of Emerging Technologies and Innovative Research, (JETIR), ISSN 2349-5162 Volume 6, Issue 6, PP 634 to	2019	Nil	Nil	Shivaji University , Kolhapur

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	6	49	1	61
Presented papers	10	19	Nil	Nil
Resource persons	Nil	Nil	Nil	25

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## 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Social Outreach at Kolhapur Municipal Corporation School	Kolhapur Municipal Corporation School No. 60	1	Nil
Social Outreach at Little Petals Preprimary School	Little Petals Preprimary School, Kolhapur	2	Nil
Social Outreach at Royal English Medium School	Royal English Medium School, Kolhapur	2	Nil
Social Outreach at Rashiwade	Rashiwade Grampanchayat	4	10
Social out reach at Fresh Express Grape with a Heart, Sangli Training of women workers for Printing Cutting and stitching bags	Fresh Express Grape with a Heart, Sangli	3	3
Social Outreach at Little Petals Pre Primary School, Bawada	Marathi Vidhyalaya Khidrapur	8	6
Social Outreach Programme at Shahu Dayanand School Hostel Crayons International English Medium School, Kolhapur.	Shahu Dayanand School Hostel Crayons International English Medium School, Kolhapur.	2	Nil
Social Outreach Programme Avni	Avni NGO	1	19

Residential Home . PGDND			
NSS	Shivaji University, Kolhapur	63	640
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Designing of Convocation Gowns for Shivaji University, Kolhapur	Letter of Appreciation	Shivaji University, Kolhapur	10
<a href="#">View File</a>			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NSS	SHIVAJI UNIVERSITY, KOLHAPUR	NSS Activities	63	640
<a href="#">View File</a>				

**3.5 – Collaborations**

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

Nature of activity	Participant	Source of financial support	Duration
World Food Day	181	Self Finance	1
<a href="#">View File</a>			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Project	Internship	Food Industries, Fashion Industries, Interior Firms, Hospitals, Advertising Firms	15/06/2019	14/06/2020	298
<a href="#">View File</a>					



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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Shivaji University, Kolhapur	04/10/2019	Collaborative Research work, Project work, Consultancy, Training Programme and use of Lab facilities	181
CADD Center	29/01/2020	Provide employable skills, build the confidence level and maximize the placement opportunities	171
<a href="#">View File</a>			

#### CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

##### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
20	19.26

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
<a href="#">View File</a>	

##### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
LIBSYS 4	Partially	Ref. 5.7.2	2007

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total

Text Books	4822	2482979	1113	246053	5935	2729032
Reference Books	765	1175951	25	57075	790	1233026
Journals	28	43750	1	2400	29	46150
Weeding (hard & soft)	Nil	Nil	197	77728	197	77728
Others (specify)	8	9206	Nil	Nil	8	9206
<a href="#">View File</a>						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Ar. Nirali Gilbile	IIT Spoken Tutorial	MOOC	02/12/2019
Dr. A. R. Kulkarni	IIT Spoken Tutorial	MOOC	02/12/2019
<a href="#">View File</a>			

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	72	3	72	0	0	3	3	200	0
Added	0	0	0	0	0	0	0	0	0
Total	72	3	72	0	0	3	3	200	0

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

200 MBPS/ GBPS
----------------

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	<a href="#">Nil</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
13	12.24	7.75	6.88

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

College has well defined Policy and Standard Operating Procedures (SOP) with regards to utilization of college infrastructure, laboratory, library, sports, computers, classrooms, academic and support facilities. The policy has helped effective utilizations available resources to an optimum level and avoids delay and penalty while returning the items issued to students such as books, sports items etc. In science laboratory every instrument and every practical has SOP and protocol. This policy has helped in minimizing waste of time and substantially increased safety measures in the laboratory. Laboratory assistants, staff members and students are trained on use of fire extinguishers in case of any emergency in the laboratories. Some of the other outcome of policy matter of college is given below: - Ergonomically furniture seating arrangement for teachers and students. - Facility for physically disabled: - The ramp is provided to the physically disabled students. W.C. is constructed in the existing utility. - Library Facility: Library Advisory Committee, its composition and significant initiatives have been implemented by the committee to render the library, student / user friendly. The Advisory Committee of the library is comprised of the Principal, librarian and Heads of all the departments. Learning needs are provided to the readers as per their requirement. The committee has initiated and carried out several activities such as - Announcement of latest arrivals. - Increasing the book loan facility from one to two books per student per week. - Provision of reprographic facility to cater to the needs of users. - Provision of internet facility and INFLIBNET facility to cater to learner needs. - Provision of UPS backup to library in case of power outage. - Provision of comfortable seating arrangement to provide ease while reading. - Increase in number of racks to accommodate increased number of books and volumes. • Purchase committee: College has constituted a purchase committee consisting of respective Heads of the department, Office superintendent and Principal to identify the needs of the each programme and process the same by calling the quotations for various requirements from the competent suppliers. Comparative statement is placed before the management for placing order. • Strict and transparent negotiations are involved with companies/vendors with the assessment of their market standings and repute. The service facilities after sales are assured. • For the library books, orders are placed through the different publications as the publishers are part of the procedure during the book exhibition of the institute. • Regular maintenance is been allotted for the smooth running of computer classrooms with the help of efficient personnel of that field. • Sports material is been well maintained and kept in a continuous working state by the sports teacher and issued to students and faculties whenever required. • Laboratory equipment are regularly maintained / serviced by competent suppliers. College Development Committee (CDC) approves all the policy matters for smooth maintaining and utilizing physical, academic and support facilities which makes it easy for coordination and implementation. College has maintained well defined policy on document retention and disposal.

<http://www.cncvcw.edu.in/pages/features>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	Nil	Nil

<b>Financial Support from Other Sources</b>			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
<a href="#">View File</a>			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Entrepreneurship Development Programme	07/02/2020	103	Collaboration with Sakal YIN
<a href="#">View File</a>			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2020	Competitive Examinations Guidance Cell	10	40	Nil	Nil
<a href="#">View File</a>					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Rathod Art Jewellery Manufacturing Ltd. Shiroli, Kolhapur, Whyte Impact Pvt. Industries Ltd. - 28.8.2019, Fashion	34	16	Shri Mahalakshmi Diatone Institute, Kolhapur	2	2

Skill development centre ,karad visited on 28.8.2019, Dream Zone school of creative studies

[View File](#)

#### 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	10	B.Sc. Food Technology and Management,CNCVCW	Food Technology	Shivaji University, Kolhapur Dept. of Food Science	M. Sc. FST

[View File](#)

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

Items	Number of students selected/ qualifying
Any Other	Nil

No file uploaded.

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

Activity	Level	Number of Participants
Sports and Cultural Activities	College	2787

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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Shivaji University , organised Inter Zonal tournament inTaekwond o Zonal To urnaments	National	1	Nil	Nil	Pooja Suresh Sai tawadekar

[View File](#)

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

College has established various committees in which students are enrolled as members. It has been proved beneficial by involving students in different committees as rare participative management. The anti-ragging committee is established in college which mainly deals with complaints from staff and students. The committee consists of chairman, coordinator, police department representative, media representative, members, parent representative and student representative. The committee has various functions such as displaying charts and other materials stating evil nature, punishment of ragging and discipline, creating free atmosphere among students, interacting with students and giving them casual warning orally or in writing depending upon the offence. Committee has to report the cases in nearest police station, offer counseling and create awareness among students, take necessary measures for prevention of ragging inside college campus and organize lectures of experts on self-defense techniques. Committee members have explained in every class about meaning of ragging and provisions of punishment for ragging during induction programme. As a result of efforts taken by this committee, no cases of ragging have been registered yet. Students are also involved in Internal Complaint Committee of college. It consists of chairman, coordinator, staff members, advocate, social worker, NGO members and student representatives. This committee takes decisions on complaints received from students and faculty members. This committee is established under Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. Internal Complaint Committee has right to take decision related to complaints made by women in writing within a period of three months from the date of incident. The committee also has right to decide its jurisdiction to deal with the case or reject the complaint. The committee also has right to summon the respondent, aggrieved women and any witness for purpose of supplementary testimony. Nature club has been established at college. The functions of the nature club includes creating awareness amongst students about contemporary environmental topics, organizing interactions with NGO's, industries and academicians for organizing industrial visits, adoption of eco-friendly methods at college level and inculcate ethical values related to environment amongst students. The committee consists of chairman, coordinator and student representatives. In order to involve the alumni, college has constituted alumni committee. The committee consists of faculty, alumni and student representatives. The functions of the committee include creating dynamic link between institute and alumni, getting support from alumni in providing better education to students, communicating the mission and purpose of institute and alumni committee to all alumni population, recognizing distinguished alumni and to assist current students and alumni in career planning, placement and transitions. For this purpose, college organizes alumni meet at regular interval. It also keeps alumni updated about news, events, talks, workshops through newsletters of our college. Establishment of all these committees has proved to be very beneficial for involvement of students in understanding college functions and promoted participation of students as per their head of department. It has also helped to built co-ordination among students and faculties.

**5.4 – Alumni Engagement**

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Alumni Association in the name of "Alumni Association College of Non - Conventional Vocational Courses for Women, Kolhapur" which has been duly registered under the Society's Registration Act 1860 (XXI of 1860). The Composition of Alumni Association is as follows: President - Shukrani Chetan

Shinde Vice-President - Archana Ramesh Patil, Secretary - Snehal Pranav Khandekar, Treasurer - Surabhi Narendra Kulkarni, Members - Archana Hindurao Patil, Chandrika Viraj Shinde, Ritu Patelising Choudhary Alumni association of College of Non-Conventional Vocational Courses for Women CNCVCW, Kolhapur has been one such source and inspiration for all the students who have passed out from this campus. Not only does the academic rigor followed in the college, but also the values imparted, practiced and seen in this very serene campus, makes the alumni come back to its alma mater. Since academic year 2011-12, 4th Day of February has been celebrated as alumni day which allowed the alumni to connect with old friends and remember the good old college days. This alumni meet also helps in getting internships, placements and suggestions on curriculum. The aims and objectives of the association are: 1. Keep roaster of all Alumni of college and their pertinent data 2. Maintain the updated and current information of all Alumni. 3. Promote a sustained sense of belonging to the Alma Mater among the Alumni by being in regular contact with them. 4. Provide and disseminate information regarding their Alma mater, its graduates, faculties and students to the Alumni. 5. Foster the spirit of sisterhood among the alumni of the college. 6. Help to empower women community through entrepreneurship development. 7. Institute of any type of scholarships to the outstanding students of various disciplines of CNCVCW. 8. Provide assistance to current students regarding placement and internship. 9. Raise funds for various welfare and other schemes in the College as approved by the Association. 10. Provide valuable feedback on existing curriculum and suggestions for curriculum development. 11. Provide a forum for the Alumni for exchange of ideas on academic, cultural and social issues of the day, by organizing and coordinating reunion activities of the Alumni and look after the general interest of the Alumni of the college. 12. Bring out publication for the fulfillment of the objectives of the Association. 13. Arrange social and cultural functions, and 14. Perform all other acts in furtherance of the objectives of the Association was not registered during the year 2015-16

5.4.2 – No. of enrolled Alumni:

178

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

115500

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni association was registered and the college has an alumni committee which conducts two meetings in a year and has interaction with students and staff. The alumni gave suggestions regarding up gradation of Syllabus, to increase industrial visits, they also expressed interest in helping the passing out students for placement.

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 – Institutional Vision and Leadership**

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

In order to have smooth functioning of academic and administrative activities college has constituted Thirty Five functional committees. In each committee there is a representation from teaching, non-teaching and student as per the statutory requirement. Each committee is defined with its scope, objectives and functioning in a planned manner. Meeting of each committee is scheduled at the beginning of the academic year. Each committee is assigned with certain responsibilities and accountability. Transparency of each committees maintained by giving a prior notice, and the minutes of the meeting are stored for ready

reference to the concern stakeholders. Further proceeding of each committee is presented by respective chairman / coordinator in the monthly staff meeting for information and approval. Two decentralized and participative management adopted by the college is reflected in the following two practices: Extra Curricular / Cultural / Exhibition Committees Objectives- To motivate and promote and arrange extracurricular activities to bring out the talents of students in the arts, performing arts and add knowledge in their functional areas. This committee is constituted of Principal as Chairman, Coordinator and faculty members from each Department. Large number of activities are initiated by this committee throughout the academic year to name a few includes welcome function to fresher, sports events, dandiya, traditional day, Cultural Event - Zing2020, Alumni day, Annual Exhibition and farewell function. Important outcome of the committee activity is the Annual exhibition which was held between 3rd to 5th Feb 2020. All the students of the college exhibited their products developed by them during the academic year. This exhibition is visited by almost 5000 people in three days. During the exhibition, students sell their products / designs and there is being appreciated by the visitors. Anti-ragging Objectives- Anti-Ragging Committee will be the Supervisory and Advisory Committee in preserving a Culture of Ragging Free Environment in the college campus. To prohibit, prevent and eliminate the scourge of ragging including any misconduct by any student. This committee is constituted of Principal as Chairman, Senior Faculty members as coordinators and member from police department, media, office, parent and student representative from first and last year. This committee conducts lecture sessions class wise explaining them act of misconduct and punishment as per the rules and regulation. In this regard an undertaking is taken at the time of admission. Committee also displays charts and other material stating evil nature, punishment for ragging. They create free atmosphere to students by entrusting responsibilities by involving students. This committee is also responsible for maintaining overall discipline on campus and hostels and also organizes lecture from experts on self defense techniques. As a result of effective functioning of the committees and good response from the students there is not a single case of ragging on the campus.

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

Partial

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Library, ICT and Physical Infrastructure / Instrumentation	In the month of February college library organizes "Anand Granth Mahostav" by inviting all book publishers in the campus. The students and faculty members visit all stalls and recommend the different Titles of Books, number of copies to be purchased to library as per budget. Department wise research journals in respective fields are recommended to library by the faculty members. Separate well equipped Seminar Hall is present in the institute. Each classroom possesses DLP facility in it. ICT facilities are provided for all classrooms and labs including IQAC room. LIBSYS 4 software is used in Library for book



	transaction.
Curriculum Development	As Per University Norms, after every 3 years, the curriculum is revised for all the courses. The revised curriculum is prepared by syllabus committee and submitted to Board Of Studies, SUK for further approval by the Academic Council. To make the theoretical concepts clear, market survey, field work and industry visits are regularly organized class wise. As a part of Ability Enhancement Course the college has introduced nine Add-on Courses of 2 to 6 credits with a total enrollment of 619 students.
Teaching and Learning	Session wise teaching plan indicating topic being covered is displayed on notice board in the class. MOODLE platform is being used for active teaching and learning process. Along with class room teaching, seminar, group discussions and debates on the related topics are regularly organized. ICT tools are 100 per cent utilized in teaching. Market Survey, Study tours, Projects, In-plant Training and Site visits etc are the part of learning and teaching method organised.
Examination and Evaluation	Internal examinations are conducted at college level whereas Semester end examinations are conducted by the university. Final timetable provided by Shivaji University is made available to students through notice board, website. Theory and Practical exams are conducted as per University schedule and sealed answer sheets are sent to university for evaluation under Central Assessment Program (CAP). Internal assessment is done on continuous basis in the form of class tests, assignments, seminars etc. • Department wise internal marks obtained by the students are submitted to University. Due to COVID situations examination pattern has been changed to online by University.
Research and Development	Incentives were provided to the faculty members for publication of articles in peer reviewed journals and UGC approved journals. Teachers are deputed for training and FDP programs for the capacity building. Our college is a cluster member of Lead College Scheme constituted by the Shivaji University. It is a homogenous cluster

of 14 colleges, fostering inter-institutional co-operation for overall development. This is based on the belief, "Efforts of each and welfare of all". Under Research Sensitization Scheme of Shivaji University, Kolhapur, a project entitled "Development and Evaluation of Drumstick and Mulberry Green Tea Powder " was sanctioned.

Human Resource Management

Each faculty member gives his/her academic plan at the beginning of academic year and self-appraisal form at the end of academic year. Participation of Faculty members in conferences, workshops Deputation of Faculty members and students for training on entrepreneurship development is done. Wallpaper display, poster presentation and various competitions among students were conducted.

Industry Interaction / Collaboration

The objective behind conducting Industry Institute Interaction is to bring professionalism and employability of the students by imparting updated knowledge to cultivate symbiotic relationship between college and industry. This also helps to provide ample opportunities for industry exposure to students. Experts from respective fields were invited for interacting with students by the department of fashion, food and interior. Dept. of Food Technology, Dept. of Fashion Design and Dept. of Interior Design organized Industry Institute Interaction during the academic year.

Admission of Students

- Admission committee is constituted to conduct admission process at departmental level. Admission to various programmes i.e. B.Sc (FTM), B.A.(DMFC), BID, B.A.(MM), B. Sc (Env. Sci), B. Com (Bank Mgt.) and PGDND is given on merit basis. Govt.rules and regulations for reservation of seats are followed in the process •Final merit list of students is displayed on College notice board and also communicated through SMS and college website. • Admission Cancellation Process was in accordance with college rules and regulations. By and large the admissions to existing programmes such as B.Sc (FTM), B.A.(DMFC), BID, B.A.(MM), and PGDND was almost full. However, admissions to newly initiated

programs such as B. Sc (Env. Sci), B. Com (Bank Mgt.), B. Com (Business Mgt.) was very poor basically for two reasons  
 1) We received the letter of approval from Shivaji University, Kolhapur in the month of July 2019 and it was too late for admissions. 2) Because of severe flood situation in Kolhapur district, admissions from outside Kolhapur was almost negligible.

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

E-governance area	Details
Planning and Development	Academic Calendar with all the curricular - co-curricular and extra-curricular activities and details of holidays are displayed before the commencement of academic year on website. Department wise profile is also created in which all the information related to the programs is displayed.
Administration	The college has maintained daily muster for all teaching and non - teaching staff alongwith biometric system, to maintain attendance record. Information of students like attendance updates are made available to parents through SMS.
Finance and Accounts	The college uses college management application system to maintain all financial records. Budgeting and accounting is done on Tally ERP 9. Payment of fees was done through Swap machine and online payment. Most of the accounts documentations are digitally maintained.
Student Admission and Support	Computerized admission database is maintained . Semester wise feedback from each of the registered student is obtained online and maintained in college database system. Question papers of at least three previous years are available in college library. Academically weak students are identified and given remedial coaching. The advance learners are encouraged for capacity enhancement programmes.
Examination	Due to application of effective e-governance mechanism, all the students are benefited. Implementation of Secured Remote Paper Delivery (SRPD) System for question paper downloading is adopted as per the university guidelines and feeding of internal external marks of all the programs is

done through online university portal to avoid unfair and improper practices. The students of the college can see their results declared by University on the university website.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	Ms. Sonal Gawade	International Multidisciplinary Conference on Global Changes for Sustainable Development, DRK College of Commerce, Kolhapur	DRK College of Commerce, Kolhapur	1000

[View File](#)

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Revised Seven Criterias of NAAC assessment and Accreditation	Revised Seven Criterias of NAAC assessment and Accreditation	22/08/2019	30/08/2019	23	7

[View File](#)

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development Programme / Orientation Programme	46	02/12/2019	28/06/2020	76

[View File](#)

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
5	26	6	9

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>Soft loan for housing finance, purchase of vehicles and education etc. is made available through Late Dr. A. D. Shinde CSIBER Employees Cooperative Credit Society, Medical Leave, Maternity Leave, Accommodation facility for staff, Group insurance of teaching staff is made for amount of Rs.150000/- through Teachers, Students and Parents Welfare Scheme (Kalyan Nidhi), Shivaji University, Kolhapur towards Natural / Accidental Death, Rs. 50000/- for loss of both hands, legs, eyes and Rs. 25000/- towards loss of one hand / one leg and one eye</p>	<p>Soft loan for housing finance, purchase of vehicles and education etc. is made available through Late Dr. A. D. Shinde CSIBER Employees Cooperative Credit Society, Medical Leave, Maternity Leave, Accommodation facility for staff, Group insurance of non-teaching staff is made for amount of Rs.150000/- through Teachers, Students and Parents Welfare Scheme (Kalyan Nidhi), Shivaji University, Kolhapur towards Natural / Accidental Death, Rs. 50000/- for loss of both hands, legs, eyes and Rs. 25000/- towards loss of one hand / one leg and one eye</p>	<p>Assistance to Bank loan facility, Counselling for Career, Extra Curricular Development of Students, Group insurance for students is made for amount of Rs.150000/- through Teachers, Students and Parents Welfare Scheme (Kalyan Nidhi), Shivaji University, Kolhapur towards Natural / Accidental Death, Rs. 50000/- for loss of both hands, legs, eyes and Rs. 25000/- towards loss of one hand, one leg and one eye. Under this scheme there is provision of Rs.75000/- to the parents of students on Natural / Accidental Death.</p>

**6.4 – Financial Management and Resource Mobilization**

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

The Internal Audit was done by CSIBER Trust for the accounting year 2019-20 of College of Non- Conventional Vocational Courses for Women, Kolhapur as on 31st March 2020 and also the Income and Expenditure Account and Receipt Payment Account for the period 01/04/2019 to 31/03/2020 is done. The base of audit is in accordance with auditing standards generally accepted in India. An audit includes examining from Auditor, on a test basis, evidence supporting the amount and disclosure in the financial statements. After the internal audit the check points are reviewed and rectified for the external audit. An auditor also checks and verifies the following reports: - a) Books of Accounts maintained, including of each segment. b) An auditor verifies by the method of Accounting, followed as per the basis of every segment. c) An audit includes all the information regarding the Trust and transfers transactions which were necessary for the purpose of audit. Kinds of checks exercised: 1) Vouchers 2) Book Accounts 3) Bank statements. Internal Audit is done on monthly basis at college level and external audit is done twice a year. Based on external audit Balance Sheet is finalized and submitted for Income Tax Returns.

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

Name of the non government	Funds/ Grnats received in Rs.	Purpose
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funding agencies /individuals		
NIL	0	NIL
No file uploaded.		

6.4.3 – Total corpus fund generated

19145310
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## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	CSIBER Management	Yes	College
Administrative	Yes	CSIBER Management	Yes	College

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

<p>College conducts Parent - Teacher Association meet for planning academic activities: 1. In parents meet, parents suggested to provide direct intimation about examination fees and extra fees of add on courses to them and it was approved by the college 2. Parents also requested to start a college bus for students and it was assured by the principal to put forth this proposal in front of the management 3. Parents also suggested giving 15 minutes break after every two hours of lectures and it was decided to give this break according to the convenience of each department 4. Regarding in-plant training and its location, parents requested to take their consent first and it was assured to them that this practice will be followed</p>
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6.5.3 – Development programmes for support staff (at least three)

<ul style="list-style-type: none"> <li>• Basic Computer Training for Support Staff</li> <li>• Stress Management workshop for Support Staff</li> <li>• One week Orientation Program on, Revised Seven Criteria's of NAAC Assessment and Accreditation July 2017"</li> <li>• Two days Training Programme on Learning Management System for Faculty members organized by CNCVCW Kolhapur</li> <li>• Support staff are encouraged to upgrade qualification from Open Universities</li> </ul>
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

<ul style="list-style-type: none"> <li>• The title of degree programs are modified as per the UGC norms. The nomenclature of Bachelor of Food Technology and Management (BFTM), Bachelor of Dress making and Fashion co-ordination (BDFC), Bachelor of Multimedia (BMM) are changed to Bachelor of Science (B.Sc FTM), Bachelor of Arts (Dress making and Fashion co-ordination) and Bachelor of Arts (Multi media).The duration of Bachelor of Arts (B.A.Multimedia) is changed from four years to three years and that of Bachelor of Interior Design (BID) is changed from three years to four years. Apart from the above academic programs, various short term courses were initiated such as Level 1 of French, Japanese, German Language, Level 2 of Japanese Language, CADD, Aari Work, Bamboo Handicraft, Obesity Weight Management and Entrepreneurship for which the number of students enrolled were 109, 45, 122, 06, 89, 88, 20, 36 and 103 respectively.</li> <li>• Consultancy initiated in the field of Garment Making, Food Technology and Environment.</li> <li>• Skill oriented programs (Bag stitching) were initiated for women grape workers from Sangli District as a part of social outreach program. Bags stitched by them were exhibited in exhibition held in Germany.</li> </ul>
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6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

#### 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Certificate course in Japanese	22/07/2019	01/08/2019	12/03/2020	45
<a href="#">View File</a>					

### CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

#### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
World Aids Awareness Day	13/12/2019	13/12/2019	500	Nil
Self Defense Training Program	03/07/2019	03/07/2019	540	Nil
Human Rights Day	15/07/2019	15/07/2019	40	Nil
Nirbhaya Pathak sponsored by Prayog Foundation	19/12/2019	19/12/2019	500	Nil

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

Percentage of power requirement of the University met by the renewable energy sources
<p>1) Environmental Quality • Use of solar panels to reduce on the dependence of conventional source of electricity. Almost 100 percent of energy requirement met through non-conventional solar energy resources. Further, in order to reduce the consumption of electricity conventional high energy consuming electric bulbs are almost replaced by low energy consuming LED bulbs with similar Luminous intensity. This has helped in substantial reduction in Green House Gases. • There is a separate maintenance department to look after the landscaping that further enhances the green environment of the campus. Tree plantation activity is also carried out by NSS students. • Under the scheme of Swachha Bharat Abhiyaan, activities such as collection of plastic, promoting the cleanliness of campus area including classrooms, studios, passage ways, entrance area, are carried out. 2) Waste Management • Provision of collection and disposal of solid and e-waste. 3) Quality of drinking water is tested periodically.</p>

## 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	Nil

## 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	1	1	03/02/2020	3	Anand Granth Mahotsav	Creating Awareness about importance of literacy and educating women	654
2020	1	1	03/02/2020	3	Annual Exhibition	Created Awareness about recent development in Food, Fashion, Interior and Multi media, Environment Industry	654
2020	1	1	10/04/2020	1	COVID-19 Awareness	Created awareness about the pandemic condition by making posters and circulated the same on social media	50
2019	1	1	10/10/2019	1	Swachh Bharat Abhiyan	Created awareness on Cleanliness	500

[View File](#)

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



Title	Date of publication	Follow up(max 100 words)
Students on Code of Ethics and Conduct	15/07/2019	College has a Code of Conduct handbook prepared for students, teaching and nonteaching staff. At the beginning of the academic year Code of Conduct for student is explained in detail in Parents Meet as well as in the class room by the respective Heads of the department. Code of Conduct is also displayed on College Notice Board and also college website. Discipline Committee is constituted for overall monitoring and implementation of Code of Conduct.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration of various days promoting universal values and ethics	17/06/2019	30/04/2020	3480
<a href="#">View File</a>			

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

<ul style="list-style-type: none"> <li>• No vehicle day is observed on last Saturday of every month.</li> <li>• Use of passive cooling techniques by providing courtyard spaces which creates a stack effect resulting in comfortable thermal conditions.</li> <li>• A shift from luminaires from conventional methods of lighting to LED to save on the use of electricity.</li> <li>• Recycled water is used to maintain the landscaping of the campus.</li> <li>• Collection and disposal of solid and e-waste</li> </ul>
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### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

<p><b>BEST PRACTICE -1 TITLE OF THE PRACTICE:</b> Social Outreach Program 1. <b>CONTEXT</b> Social outreach and services are those that extend our expertise and technological capacity to serve in our communities, our state, the nation and the world. At the heart of the commitment are the values of engagement and communication. The specific goal is to improve and enhance the health and well-being of our communities and environment through outreach programs and collaboration with our constituents to implement a new vision for engagement and outreach at some nearby places for health, hygiene and well-being through counseling the communities and to produce a measurable output. 2. <b>OBJECTIVES OF THE PRACTICE:</b></p> <ul style="list-style-type: none"> <li>• To develop more effective, sustainable and equitable relationships with our communities to address social challenges followed by their development.</li> <li>• To create engagement task force for outreach that serves as a portal of access for the said communities and citizens.</li> <li>• To enhance the consistency, follow up and impact through the outreach.</li> <li>• To strengthen culture of support for community engagement and serve the community, with proposed</li> </ul>
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activities, outreach practices with institutional initiatives. 3. THE PRACTICE: The engagement task force is created by the Principal in consultation with all the departments. The various activities are conducted as per the need of the community, convenience of the department and available resources. These are highlighted as follows: Dept. of Food Technology - Nutritional Awareness: Social Outreach Program in Food and nutrition are designed to train community members regarding developing healthy life-styles, particularly in improving nutrition and promoting physical activity. Department of Food Technology has organized various Social Outreach Programs through lectures, Demonstrations of healthy recipes, Street plays etc. These activities aimed to improve knowledge and behavior amongst community in order to prevent life-style related diseases and chronic health conditions. Such activities benefited pre-school, school going children and women of reproductive age. Dept. of Interior Design - To raise awareness among communities of Rashivde village, Kolhapur in the form of hygienic concern and by giving a proper interior layout plan for the Rashivde Grampanchayat also developing an alternative landscape plan for the Gramdevat Temple. The beneficiaries were the local communities to whom the importance of proper sanitation was conveyed in form of slogan so as to make them aware of health and hygiene. As well as the Rashivde Grampanchayat and its staff along with the Talathi and Grampanchayat chairman and his members were benefitted with direct site work done by students modifying the existing interior layout of grampanchyat office to meet proper circulation and space utilization.

Another targeted social outreach was the Gramdevat Temple, for which the students drafted on site landscape layout alternative plan which was beneficial for entire Rashivde community. Thus the interior department along with student and the staff conducted very successful outreach program. Dept. of Fashion Design - Skill Training: Women workers from Grape winery were identified and trained for cutting, stitching and printing shopping bags in different size and shape. Staff and students were involved in this practice. Under the collaboration with Fresh Express, Sangli, training program was organized through Sakhi Ladies Training Workers. Total 30 women were trained under the label of Grape with Heart. The same shopping bags made by these women workers were displayed and distributed in Berlin Fruit Logistica - An International Fruit Conference. 4. OBSTACLES FACED IF ANY AND STRATEGIES ADOPTED TO OVERCOME THEM:

The areas of focus for outreach program were: a remote place, with less literate and diverse personalities. It was very difficult to get them aware about the health, hygiene, well - being, sustainable living and was also difficult to train the individuals with skills. So to enhance thinking and lifestyle of these people and to make them aware towards these things was a major obstacle. Strategies adopted: - Faculty members with students of individual department visited the selected places and had interaction, demonstration and training with the specific group of people regarding above topics. Presentations were given to them in terms of colorful images, posters, 3D views, demonstration, printing techniques, and sewing techniques as per their understandable manner to ensure the success of the program. 5. IMPACT OF PRACTICES:

The positive outcome of the practice can be highlighted as: • Healthy participation of staff and students. • An increase in the confidence level and improvement in personality of the students as they are exposed to field experiences and learn to handle project from scratch till execution. • These experiences will boost their site knowledge and help them in their future career. 6. RESOURCES: • Field personnel and their availability is a prime requirement. • Availability of authorized persons like Grampanchayat authorities, etc. • Activity specific materials. BEST PRACTICE -2 1. TITLE OF THE PRACTICE: Renewable Energy Resources (on - grid solar power plant) 2.

CONTEXT: Solar energy is renewable source of energy as it can be used to produce electricity as long as the sun exists. India holds an important place in the global education industry. India has one of the largest networks of higher educational institutions in the world. Gross Enrolment Ratio in higher

education reached 25.8 percent in 2017 - 18. This presents a very good opportunity for solar rooftop in educational institutions. It also helps house renewable energy to bring down energy cost. Setting up a solar photovoltaic (PV) power plant, will not only contribute towards reduction in overall costs of energy for the premises but also to contribute to a greener or sustainable environment.

**3. OBJECTIVES OF THE PRACTICE:**

- To install solar power plant on the roof terrace and generate solar energy.
- Offsetting of green house gases.
- To utilize the generated solar power for institution as substitute to conventional power supply.
- To export the excess generated solar power to national grid.
- To impart practical knowledge among students from this working.
- To augment long term research in the field of solar power.
- To become a role model among the public in going green.

**4. THE PRACTICE:**

Considering the growing energy demand from various sectors our college has decided to go for use of nonconventional energy resources for all its internal consumptions by installing roof top solar panels. For the last five years, energy usage, our annual requirement is about 16824 units. We have installed 46 numbers of solar panels with the install capacity of 20kw with capital cost of Rs. 547676/- in the month of November 2018. Solar system has given excellent results which have generated 37372 units of solar energy for November 2018 to July 2020. On an average the system generates about 50 units of energy per day. That is about 18000 units per year against our requirement of 16825 units. Thus, making college self-sufficient to export the surplus energy to national grid. Generation of solar energy has given number of environmental benefits in terms of offsetting green house gases. Such as solar energy generated is equivalent to creation of 41.6 hectare of forest land, saves 482278 kg of carbon dioxide which reduces pollution made by 6 passenger cars emitting carbon dioxide, over 106.32 hours. Reduction of 236.64 kg of nitrous oxide which is equivalent to requirement of power to 2094 computer for a year. And also reduces 1393 kg of sulphur oxide which equivalent to emission of carbon dioxide by TV over 103005 hours.

**5. OBSTACLES FACED IF ANY AND STRATEGIES ADOPTED TO OVERCOME THEM:**

- Poor service from suppliers after installation
- Daily cleaning of panels is necessary to improve efficient power generation. Care should be taken of obstacles falling on the panels like tree shadows. So, daily maintenance and accordingly the man power are required for the same.

**6. IMPACT OF THE PRACTICE:**

- Sustainable and Renewable Energy Sources
- Builds good will with the community
- Good learning opportunities
- Utilization of terrace for installation of solar panels resulting in the accumulation of truly renewable energy source.

**7. RESOURCE REQUIRED:** In house experts and local agencies

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

<https://www.cncvcw.edu.in/uploads/general/BEST%20PRACTICE%202019-20%20new.pdf>

### 7.3 – Institutional Distinctiveness

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

The Non - Conventional Vocational College for Women is the only imparting Non - Conventional Vocational programs for girls since 1994 under Shivaji University, Kolhapur. As per the vision of our founder Late Dr. A. D. Shinde, the institute is focused on the thrust area of "Women Empowerment". The vision, mission and motto statements amply this commitment of institute as a whole and lends distinctiveness to it. The institute has undoubtedly translated the dream of its visionary founder into a reality in its 25 years of existence. Since its inception in 1994 the institute has made attempts to introduce courses which promotes women empowerment in a true sense. The training programs run by the

institute, normally we see male dominance in the respective fields. But it won't be an exaggeration to say that in the years to come the college would be known as a pioneering institute as far as providing women empowerment which is actually the need of the hour. The institute has planned and designed the course content in such a way that all the courses or training programs of respective departments are industry based, job oriented and are offered at highly affordable fees. The ultimate goal is to make the girl student job ready and open up new avenues of knowledge skills and work experience. The institute also takes care by extending a helping hand to Economically Weaker Section students by providing financial support of waiving out academic fees with the sole objective of women empowerment. Every year more than 100 girl students participate in various events organized by Institute under different committees and thereby showcase their talent skills, imagination and activity. It not only boosts the morale of students but also play a pivotal role in enhancing their personality. An attempt is always made to bring about an altitudinal change in the parents of our girl students and thereby in the entire society leading to women empowerment in a true sense. Exhibition cum sale is organized, so that girl students get an opportunity not only to demonstrate but also sell their hand made products. No wonder our girl students participate in this existing and unique activity and there by acquire much needed knowledge, skills and hands - on training to become future entrepreneurs.

Provide the weblink of the institution

<https://www.cncvcw.edu.in/uploads/general/PERFORMANCE%20OF%20THE%20INSTITUTION%202019-20.pdf>

### **8.Future Plans of Actions for Next Academic Year**

- The various programmes offered by our college were Bachelor of Food Technology Management (BFTM), Bachelor of Dress Making and Fashion Coordination (BDFC), Bachelor of Interior Design (BID) and Bachelor of Multimedia (BMM). Subsequently, Shivaji University Authority suggested to change the nomenclature of programmes to fit into Conventional Degrees. Thus, BFTM was changed to B.Sc. (Food Technology Management), BDFC was changed to B.A. (Dress Making Fashion Coordination) and BMM was changed to B.A. (Multimedia).
- Presently it is observed that many of our students particularly from Food Science are planning to go for Masters Degree in Food Science Nutrition. Considering the need of the students, college intends to start M.Sc. (Food Science Nutrition) for an intake capacity of 30, subject to approval from Govt. of Maharashtra and Shivaji University, Kolhapur. The Master's programme of Food Science and Nutrition provides professional education for those who wish to develop a carrier in Food industry, New Product Development, Clinical Nutrition, Public health Nutrition and Research. It focuses on the interface between food science and human nutrition and area of increasing importance to educators, health departments, consumers, government and food industry. It builds on major concepts of nutritional biochemistry, nutrition and food science to discuss the roles of all nutrients, nutritional contents of food and diet in health and disease. The programme includes all the units of study to ensure the students to reach competence including public health, clinical nutrition, communication, research and evaluation. Since the subject has grown tremendously, there is a need to specialize within the subject and train students specifically for the job market.
- College intends to change the nomenclature of B.Sc. (Food Technology Management) to B.Sc. (Food Science Nutrition) after getting approval to start the Masters Degree in Food Science Nutrition.
- College also intends to change the nomenclature of BID or send proposal to AICTE for initiation of Bachelor of Design (B. Des.) / Master of Design (M. Des.) as integrated programme.
- It is also proposed to have some more Value Added courses in each of the functional areas from IIT Mumbai/ SWAYAM Platform of minimum two credits each.
- College proposed to start very well equipped language laboratory with minimum 30

computers for strengthening E-learning and improvement in spoken English, French, German and Japanese language.